Meeting Agenda

Board of Directors
Texas Society of Radiologic Technologists Inc.

January 26th, 2020

Call to Order: **6:01PM CST**
Conference Information: **(605) 313 - 4121**
Access Code: **718498**
Audio Recorded: **Yes**

Itinerary Items

1. Roll Call
    a. Board Members
        i. Secretary-Treasurer, Jennifer Otrevoz (Present)
        ii. Vice President, Jose Rodriguez (Present)
        iii. President-Elect, Jeanifeer Lara (Absent)
        iv. President, Kyle Green (Present)
        v. Board Chair, Brandon A. Smith (Present)
    b. Executive Office
        i. Manager, Marilu Kameliski (Present)
    c. Area Counselors
    d. Student Interns
        i. Lauren Stevenson
        ii. Barry Bentle
    e. Membership
2. How Are You?
3. Old Business
    a. Budget Review
        i. Updated Budget
        ii. Proposed Budget

The Texas Society of Radiologic Technologists Inc.
Executive Office
3700 Preston Rd #332
Plano, TX 75093
tsrtinc@outlook.com

1. Feb. 2, 2020 deadline for posting the current budget and proposed for 2020 – 2021 for Annual Meeting vote. – Brandon & Jenny O.

b. Meeting Minutes
   i. Summer 2019 Meeting Minutes
   ii. Fall 2019 Meeting Minutes
   iii. Winter 2019 Meeting Minutes
   iv. Next meeting to review and vote on approval of previous meeting minutes.

c. Other
   i. Membership – approximately 750 members
   ii. Process in place to maintain membership maintenance

4. Strategic Plan & Reports
   a. Student Intern – no student reports at this time
   b. Executive Office Manager
      i. NTRTS Audit Update
         1. Deadline April 2020
         2. Submitted to ASRT
            a. Election Form
               i. TSRT memberships and NTRTS memberships displayed some expired memberships. The issue is being resolved by the NTRTS.
            b. VP Jose Rodriguez, inquired about the punctuality and outstanding timeline of the issue
            c. EOM – presented an overview on compliance and probationary precautions for the TSRT and NTRTS
      ii. CPA Audit Update
         1. Email to Amanda to include Board Chair and Secretary-Treasurer
         2. Waiting for clarification on how to submit invoices and receipts
         3. Clarifications on reconciliation
         4. EOM, Secretary-Treasurer, and Board Chair will manage this project

5. Ideal completion prior to Annual Meeting

iii.

iv. Annual Meeting

1. Thursday Night Event
    a. Karaoke with a Mariachi band (Marilu and Gaynell Gainer are currently working on this idea)
        i. One band (350 an hour)
        ii. College bid pending
    b. Team building event follow-up with Jeanifeer Lara
2. Vendors
    a. Vendors
        i. Confirmed $1750, four (4)
    b. X-ray tees (follow-up with Ms. Poist)
        i. St. Philip's College Standards Compliance
        ii. Should be ok per a subsequent visit
    c. Contracted Services
        i. Photographer
            1. $300 for 2 days / 2 hours per day
            2. $10 per pic with frame for guests
        ii. DJ
            1. $250 for two (2) hours
    d. Food Vendor
        i. Olive Garden
        ii. Breakfast & Lunch – VP Jose Rodriguez to assist EOM
        iii. Deadline: March 6, 2020
3. Registration
    a. Location – Atrium in the Healthcare Center
    b. Processes – Alphabetize check-in tables and same day registration: Champion Jenny O.

c. Human Resources
d. Supplies
    i. Lanyards
e. March 6, 2020

4. Speakers
    a. 19 speakers and 2 back-ups
    b. iLeads – no submissions to date
    c. Speakers during the iLead in another room
        i. Advantages
        ii. Disadvantages
        iii. Jose Rodriguez will follow-up with PDs
        iv. Speaker feedback – strategic planning and improvements
5. Meeting Coordination & Scheduling
    a. Contingent on the iLeads
    b. Programs in progress
    c. Advertising the Heritage Room
6. Sponsorship Update
    a. EOM sending the information for records
7. Honors and Awards
    a. Trophies and Awards needed by first week in March
    b. Feb. 1 web blast
    c. Deadline Feb. 29, 2020 at 11:59PM

c. Secretary-Treasurer
    i. Registration and Payment (Haley shadowing)
d. Vice President
    i. West Texas first meeting to establish the Society on Feb. 4, 2020
        1. Process and procedures for establishing subordinate affiliates
e. President-elect
    i. Absent

f. President
    i. Scholarship Rubric – presenting at Annual Meeting
    ii. Bank Information for account access (coordination)
g. Board Chair
    i. Election Planning
        1. Strategic release and advertising of Elections
    ii. Annual Meeting Advertising Campaign
    iii. Bylaw Changes/Updates
    iv. Guidebook Update
    v. SLDP Selection
    vi. Volunteer Applications /Committee Establishment
    vii. Special Projects
        1. Student Organization

5. Open Forum
    a. Feedback
    b. Ideas
    c. Concerns
6. Motions/Voting
    a. Motion:
        i. Endorsement of Motion:
        ii. Second of Motion:
        iii. Discussion
        iv. Vote
    b. Motion:
        i. Endorsement of Motion:
        ii. Second of Motion:
        iii. Discussion
        iv. Vote
    c. Motion:
        i. Endorsement of Motion:
        ii. Second of Motion:
        iii. Discussion
        iv. Vote

7. Adjournment **7:25PM CST**

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