

Winter ISRT Meeting | MINUTES

Meeting date | time *March 12, 2019* | 6:30 P.M. | Meeting location *Skype*

Type of meeting	Winter ISRT Meeting 2019	Katie Glassett- Board Chairman
Facilitator	Katie Glassett	Ron Jones- President
Note taker	Megan Jones	Ricky Sanchez- President-Elect
		Catherine Masters- Treasurer/Membership Officer
		Megan Jones- Secretary
		Tim Masters- Webmaster

Meeting called to order by Katie at 6:40 P.M.

Conference Update

Speaker's schedule reviewed:

Kathy Deitt- Mammo speaker

Darla-Saturday breakout if possible

Stacie prefers a morning slot so she can drive to WY

Gene Turley- Coroner

Ricky-Pens, Frisbees, and cups with three gift baskets will be donated Saint Luke's. He will let us know the final numbers.

Speaker outlines:

Dr. Ellsworth- Ricky will talk to her and get outline tomorrow.

Dr. Robison- Katie got an outline of his talk.

John's outline was emailed to Tim.

Google Doc lists who is in charge of getting which speakers' outlines.

If we want to send Tim the speaker's contact info he can send a mass email about what information we need in the outlines.

Registration:

Ninety people registered so far.

Katie-more may register now that we have mammo breakouts.

We need Ron to sign the conference venue agreement from Red Lion and send back to them. Katie forwarded the documents to his email.

BSU has three student volunteers for the conference. Haven't heard from any other schools if there is interest.

Katie will talk to CSI for student volunteers.

Megan will email ISU.

Student Bowl judges will be determined at the conference.

Tim was going to order 150 lanyards totaling \$300.00. Should we order anything else?

Ricky will ask Saint Luke's and Fred Meyer for bags- Fred Meyer was a sponsor last year.

We have plenty of pens

Do we want to do magnets, paper pads etc?

Let's see about other pricing. Katie will check with Candace. Ron will check with Turnkey.

Cathy- ISRT has had approximately \$10,000.00 come in between conference registration and membership fees since the beginning of the year.

Ron joined the meeting

Ron-please sign the Red Lion agreement and get it back to them.

Paper pads? Magnets?

Need title of talk, outline, credentials, and place of employment for ASRT certification.

Katie will arrange additional tables for poster displays, vendors, and registration area at the venue.

The venue doesn't have risers for the head table at the business meeting, but the table will be placed up front.

Megan will email ISU to see if they want a vendor table or student table.

Motion to approve meeting minutes from two weeks ago by Katie

Second to the motion by Megan.

All in favor

Jason Bradley emailed Katie the bylaw updates.

Katie confirmed Candace will check on magnet pricing.

Katie will get the business meeting script from Candace for Ron.

The initial conference expenses so far are \$9,127 for catering, rooms, etc. for 100 people

Door prize ideas are an Echo dot (about \$50) and gift cards of varying prices.

Honorarium speaker gift:

Nothing will be given to vendor speakers. We need gifts for about 10 speakers.

Turnkey-paper pads? Ron will follow up.

Additional expenses include badge holder and schedules printed (\$150). We can combine the schooled and CE credit form to save money.

ASRT stamp in and out-rules changed.

Meeting adjourned 7:58