

Winter ISRT Meeting | MINUTES

Meeting date | time March 26, 2019 | 6:30 P.M. | Meeting location Skype

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

Meeting called to order by Katie at 6:42 P.M.

Conference Update

All speakers submitted by Tim and Ricky to ASRT for CE credits were approved.

Tim will print conference schedule.

Four people canceled their conference registration and requested refunds.

BSU student registration fees are being processed by ASBSU and will be approved soon. Five students will be comped by ISRT for volunteering at the conference.

There are 83 people currently registered for the conference.

Kelsey one of the mammo speakers was wondering if she could sit in on the other mammo talks for credit. We will let her sit in instead of an honorarium gift. The meals will not be included if she wants to stay for lunch a meal ticket will need to be purchased.

We will need to close the doors once everyone is seated for lunch so the business meeting has a quorum.

Katie will confirm the reservation at the Red Lion includes one extra room for the breakout session.

Jean Machacek Memorial Award:

Candace wanted to nominate Wendy Mickelsen. Katie received two official letters to support her nomination.

Ricky was checking on options for bags. We haven't heard back from him yet.

Ron went to LCSC for Rad Tech Week. Could he reach out to the school to see if they or someone they know would be willing to host the conference next year? Megan will email LCSC to ask.

Katie has magnets and stickers. Katie emailed Cathy the receipt. Cathy will send money to the company.

Eight teams are registered for the student bowl, four from BSU and four from ISU.

Katie is following up with Candace about the business meeting script.

We will meet at 7:00 pm for the preconference meeting at the Red Lion. We will stuff the bags at the meeting.

Conference feedback forms will be printed by Tim.

CE credit forms will need stamp in and out columns. To keep accurate CE credit form records we could do a carbon copy form or scan the form. There is concern taking pictures for our records may be

incomplete. ISRT could buy a scanner to use, estimated cost is about \$200. It was decided attendees can take pictures front and back and email to webmaster email. Check out and show they emailed the conference CE credit form. Directions will be printed and displayed on PowerPoint at the end of the conference.

Door prizes:

Instant Pot, fitness tracker, drone, and movie projector

Cathy will check if we have thank you notes and purchase \$25.00 gift cards for speakers.

Meeting adjourned 7:35.