

ISRT Meeting Minutes 9/23/2021 1900 - 1940 MST

Present:

Wendy Mickelsen
Richelle Heldwein
Candice Moore
Breezy Bird
Michael Santistevan
Rendi Kelly
Trevor Ward
Tim Masters

Meeting minutes:

The ISRT website is updated for the conference. For 3 weeks it has been updated, perhaps longer. Letters and exhibit forms are all active. The speaker schedule and ticket information is up on the site. "Idaho State University" is awaiting payment per the website. \$300 for the ISU table has been verified. A Paypal connection or verification on ISRT's end, may be issues as to why this amount is not recognized on the website. Some coding may need be done on Tim's side.

Per Wendy, the venue is reserved. Richelle has made arrangements. Covid allowing, there will be an in-person conference. Speakers are needed. To nominate a speaker, a brief outline and resume is requested. A keynote speaker idea would also be appreciated. Sponsors and speakers are needed by all on today's meeting. A vendor letter is already drafted if needed. Employer notices are helpful to spread the word.

Per Trevor, Turner Imaging Systems and MIA Imaging are possible targets for conference assistance.

Per Wendy, now is the time to approach businesses with their submitted budgets coming due.

Per Tim, a local Boise radiologist group asked last year to be considered this next year for speaking purposes. Tim will reach back out to that group.

Per Richelle, the venue total cost last conference was \$17-20k. Friday & Saturday lunch and breakfast for all, & Thursday dinner for the board is planned. For Pocatello locals, they may need notice that a car or travel arrangements may be needed to get back to Pocatello and/or for food plans. The event area is not in Pocatello, but about 10 or 15 minutes outside. Room discounts will be given to ISRT for guests. A block of rooms leaves the possibility of paying for unused rooms so there are no plans to block rooms this year. Rooms should be in abundance given the time of year.

Per Wendy, students may seek cheaper rooms elsewhere than in Fort Hall.

Thursday and Saturday evening a board meeting room will be needed for board conference meetings.

Per Tim, our google drive needs to be upgraded for storage space. The current allotment is maxed. Tim will use his credit card to facilitate this and submit a reimbursement form. Student essay folders, vendor folders, speaker folders, etc. will help organize the event on google drive. Tim will work on creating this by this weekend.

Per Tim, Stephanie was reached out to around last May, June and July. In August, she informed Tim she was unable to update the website at that time. Her quality is very high. The ISRT was given an \$800 quote for the year from Stephanie to continue her ISRT website work. There are other options, but they are likely to be more expensive. The group is asked to ponder keeping her vs using a different company. Changing website assistance this far into planning the conference could be problematic.

Richelle asked if pizza is going to be provided as before to area colleges. Tim believes it is around \$1k to do this. Wendy and Trevor agree it should be continued. Per Wendy, if colleges allow due to covid rules the ISRT would benefit from the exposure to additional students. Mike volunteers to drive.

Per Candice, ISRT membership forms have been taken to colleges on previous ISRT college tours.

Tim asks if a vetting process should be required either by the ISRT or ASRT to vet student essay submissions. Per Candice, the ASRT has requirements in place. Per Tim, he will send out notice to area program directors about the upcoming ASRT essay deadline. Tim will check JCERT for the list of Idaho schools for their director contact information.

Per Tim, monthly meetings will go forward from here forward. A doodle poll will be sent out asking for ideal meeting dates and times.