



Wisconsin Society of Radiologic Technologists

Meeting Title	WSRT Board of Directors
Date and Time	February 23rd, 2022 6:00 to 7:30 PM
Location	<p>Google Meet</p> <p>Video call link:</p> <p>https://uwmadison.webex.com/uwmadison/j.php?MTID=mbd408b72dae4cbfff5698978af46e0fa</p>
Meeting Facilitator	Dan Vander Meulen
Participants	<p>WSRT Board and Committee Members</p> <p>Excused: Sara R</p>

Meeting Topics
<p>Introduction and Welcome: Meeting was called to Order by Dan V. at 6:05 pm</p> <p>January 2022 meeting minutes were reviewed. Motion to approve by Ali and Christina</p>
<ol style="list-style-type: none"> 1. Deb Kjelstad presented the Kalahari Resort update for the Spring Symposium. <ol style="list-style-type: none"> a. She provided a rough estimate of food/entertainment costs for the conference (see appendix A). Christina noted the need to include lunch on Monday. The BOD decided that a plated hot entree was the best option for all the meals due to the value and increased availability of the room due to no buffet setup required. A rough menu was planned for the 3 program lunches. b. The program breaks options were discussed as to what should be offered during the breaks. The BOD decided that the morning breaks were needed and that a supply of coffee, tea, and water would be offered. It was also decided that the afternoon breaks should be provided with water pitchers and other beverages could be purchased as needed by the attendees. The Wednesday morning break refreshments were cut from the budget because this time is usually used by many for hotel check-out. A suggestion of supplying popcorn during the Tuesday afternoon break and/or during Quiz Bowl was also discussed. It was determined that popcorn will be provided at a cost of roughly \$600. Deb will send an updated budget prior to the next BOD meeting. c. Deb also reminded the BOD that we do not have a contract for 2023 as of yet. She is still working on getting one from the Kalahari. She mentioned that the prices are going to increase and this is the reason for the delay. The BOD discussed the future of the Symposium at the Kalahari and determined that staying there would be beneficial if we could secure a contract for the next few years. d. Deb reminded the BOD that there were less room upgrades this year compared to years past with only 10 available. The Kalahari does give us 1 free room for every 50 that are booked. Christina said the room upgrades will be first used for the committed speakers that requested a room. No schools will be provided a room upgrade this year to be fair overall. e. About 35% of all the rooms in our block have been booked already. Deb mentioned that we might need more rooms saved for our attendees. She will negotiate with the Kalahari for our planned room rate for additional rooms.

<p>f. Deb also mentioned her retirement coming up this year. She would like to hand over the conference hotel booking to another BOD member as she transitions out of this role.</p>
<p>2. Christina provided an update on our current program and committed speakers.</p> <p>a. As of now, our program is full of committed speakers for all of the session time slots. Christina reported that she has 3 backup speakers in case there are any cancellations. Dan shared the speaker compensation document that is part of the Google Drive folder. Christina and Dan gave a summary of the compensations requested and there are very few speakers requesting monetary or room compensations for speaking at the symposium. The number of committed vendors was also reviewed as part of that document. We have about 8 vendors registered thus far with more expected to register very soon.</p> <p>b. Christina reported the current registration numbers thus far. There are 18 educators/technologists for 3 days, 77 students (6 schools), 4 2day technologists, and 8 vendors</p> <p>c. Having an educator gathering on Tuesday evening again was discussed and found to be worth the cost of obtaining the hospitality suite for a night. It was felt by the BOD that educators will want to meet up after the day's events and especially after the 2 year COVID hiatus.</p> <p>d. Highlighting the importance of the WSRT at the symposium was determined to be a key objective while at the symposium during key program opportunities.</p> <p>e. Christina is checking with Alison for promotion on FaceBook. Christina also mentioned the need to post to the ASRT website as well.</p> <p>f. Symposium Programs will primarily be available via the website, but a limited number of them will be printed and provided during registration as well.</p> <p>g. Christina is working with a few options to provide QR codes to track technologist speaker participation for CE credits.</p>
<p>3. The WAERT student scholarship was discussed. It was determined that we should look into offering scholarship \$ to students. There is money in an account for this purpose, but it needs to be tracked down. Dan will dig in the accounts to find the \$ and report back to the BOD.</p>
<p>4. WSRT/WAERT positions will be mentioned at the Symposium meetings to gather new people to take on responsibilities required to host future events. Increased participation from WSRT members in the WSRT BOD is needed to spread the workload currently carried and by members retiring.</p>
<p>5. Donna motioned for the meeting to be adjourned at 7:32 pm. The motion was seconded by Ali.</p>

Meeting Notes
Next Meeting: April 13th, 2022 at 6:00 to 7:30 PM Webex Meeting

Action Items	Assigned To	Deadline

Appendix A.

Symposium Food/Entertainment Estimate.

ENTERTAINMENT COMMITTEE PROPOSED BUDGET

2022 WAERT EDUCATIONAL SYMPOSIUM

KALAHARI RESORT – WISCONSIN DELLS, WISCONSIN

Proposed

	Individual Expenses	Total Cost of Event
Monday, April 18, 2022		
8:45-9:00 Break		
" Coffee-regular (6 gallon)	\$45.00/gallon	\$608.00
" Coffee-decaf (4 gallon)	\$45.00/gallon	
" Iced tea (2 gallon)	\$29.00/gallon	
" Orange juice (2 gallon)	\$25.00/gallon	
" Cranberry juice (2 gallon)	\$25.00/gallon	
" Pitchers of ice water		
2:50-3:10 Break		
" 100 Bottles of Water	\$3.50 per Bottle	\$950.00
" 200 bottles of assorted soda	\$3.00 Per Can	
Tuesday, April 19, 2022		
10:00-10:30 Break		

<ul style="list-style-type: none"> “ Coffee-regular (8 gallon) “ Coffee-decaf (4 gallon) “ Iced tea (2 gallon) “ Orange juice (2 gallon) “ Cranberry juice (2 gallon) “ Pitchers of ice water 	<p>\$45.00/gallon</p> <p>\$45.00/gallon</p> <p>\$29.00/gallon</p> <p>\$25.00/gallon</p> <p>\$25.00/gallon</p>	<p>\$698.00</p>
<p>Lunch- Plated Chicken Kalahari (300 guests) All Entrees come with Choice of 1, Soup or Salad & Rolls</p>		
<ul style="list-style-type: none"> “ Sautéed Chicken Breast “ Garlic Smashed Potato “ Roasted Tomato “ Artichoke Cream Sauce “ Green Beans “ Coffee, hot, and iced tea 	<p>\$21.00/person</p> <p>OR</p>	<p>\$6,300.00</p>
<p>Lunch – Buffet Fiesta Tuesday (300 guests)</p>		
<ul style="list-style-type: none"> “ Borracha Black Beans “ Vegan Black Bean & Corn, “ Lettuce, Mango, Cilantro and Avocado Ranch “ Charred Vegetables-Squash Onions Peppers, “ Fire Roasted Tomato Spanish Rice “ Braised Chipotle Chicken “ Slow Roasted Pork Carnitas “ Flour Tortillas Jalapeños Salsa Verde Jack Cheese Guacamole Sour Cream Tortilla Chips “ DESSERT Tres Leches “ Coffee, hot, and iced tea 	<p>\$25.00/person</p>	<p>\$7,500.00</p>
<p>2:50-3:10 Break</p>		

<ul style="list-style-type: none"> “ 100 Bottles of Water “ 200 bottles of assorted soda 	<p>\$3.50 per bottle</p> <p>\$3.00 per can</p>	<p>\$950.00</p> <p>(only pay for what we use)</p>
Wednesday, April 20, 2022		
10:00-10:30 Break		
<ul style="list-style-type: none"> “ Coffee-regular (8 gallon) “ Coffee-decaf (4 gallon) “ Iced tea (2 gallon) “ Orange juice (2 gallon) “ Cranberry juice (2 gallon) “ Pitchers of ice water 	<p>\$45.00/gallon</p> <p>\$45.00/gallon</p> <p>\$29.00/gallon</p> <p>\$25.00/gallon</p> <p>\$25.00/gallon</p>	<p>\$698.00</p>
Lunch – Plated Sage Roasted Pork Loin (300 guests) All Entrees come with Choice of 1, Soup or Salad & Rolls		
<ul style="list-style-type: none"> “ Sweet Potato Mash “ Green Beans “ Toasted Pecans Sautéed Apple with Maple Syrup Reduction 	<p>\$22.00/person</p> <p>OR</p>	<p>\$6,600.00</p>
Lunch- Deli Wednesday (300 guests)		

<ul style="list-style-type: none"> .. Tomato basil soup .. Garden greens, ranch and Italian dressing .. Potato salad .. House-made chips .. Tuna and egg salad .. Smoked ham, roast beef, turkey breast .. Swiss, Havarti, Wisconsin cheddar cheese .. Lettuce, tomato, sliced red onion, kosher pickles .. White, whole wheat and rye bread .. Assorted cookies and brownies .. Coffee, tea, milk 	\$25.00/person	\$7,500.00
	Plated Lunch	\$16,804.00
	Buffet Lunch	\$18,904.00
21% gratuity/service		\$3,528.84/\$3,969.84
6.75% sales tax		\$1,134.27/\$1,276.02
Total	Plated Lunch	\$21,467.11
	Buffet Lunch	\$24,149.86

Options for Tuesday

THE KALAHARI CORPORATE PACKAGE - \$46

- .. **Express Continental Breakfast - One hour service time (\$13.00)**
 - o Assorted Bakery
 - o Fruit Juices
 - o Regular & Decaf Coffee
 - o Hot Tea
- .. **3 Hour Beverage Break (\$6.00)**

- **Soft Drinks**
- **Bottled Water**
- **Regular & Decaf Coffee**
- **Hot Tea Choose one**

“ **Plated Lunch or the Buffet of the Day (\$21.00 or \$25.00)**

Savings of \$2.00 for Package