

**NDASFAA Executive Board Meeting**  
**Wednesday, April 27, 2016**  
**9:00 am – 10:15 am CDT**  
via conference call

**Welcome/Call to Order** – President Scott Lingen welcomed new members Judy and Janell T and called the meeting to order at 9:09 CDT.

Roll Call: Present: Scott Lingen, Janelle Kilgore, Bethany Vincent, Janell Thomas, Tardy Tom Ternes, Judy Hager

**Approval of Agenda** – Bethany moved to approve agenda with no additions, Janelle K. seconded.

**Approval of Minutes** from 04.06.2016 Executive Board Meeting– Bethany moved to approve, Scott seconded.

**Treasurer's Report** – Attached (includes Spring Conference Expenses report) - Janelle K moved to approve with a minor change (Presenter Gifts and Student Panel Gift cards amounts should be flip-flopped), Scott seconded.

Scott will contact Dennis to have institutions that have not renewed their NDASFAA membership removed from list of members on website/listserv.

**Old Business:**

- NDASFAA Annual Conference 2016 Wrap-up
  - Scott commented that he particularly enjoyed the whimsy of the hotel rooms at the Gladstone Inn.
  - Committees: Committee meetings – worked well to move it to the first day of the conference (better participation), newer members may not be aware of what each committee does, next year have committee chairs introduce their committees. Scott will review committee duties and send out to Association and encourage participation. Diversity & Multi-Cultural Initiatives – Brenda Zastoupil volunteered to chair, unanimous agreement by board.
  - Corporate Support: Concern that one Association member attended the conference and paid the institution registration fee rather than the corporate support fee. Discussion regarding a requirement that Association members be required to pay corporate support fee to attend the conference, that one conference registration be included with the fee, and that we consider an additional level of corporate support. Scott will send out proposals for the Board to consider and discuss at the next meeting.
- Policies & Procedures/Bylaws – Past President Kilgore will review. Scott will reach out to Janelle K. as she had to leave the meeting.

- Preferred Lender Update – Tom – Senator Heitkamp’s office asked BND why schools aren’t doing preferred lender lists – they want to hear from schools to be able to address concerns with ED. Conference call with NDASFAA will be scheduled for 2.3.16 at 2:00 pm for input. Conference call with Senator Heitkamp’s office at 5.5.16 at 2:00 pm with NDASFAA.

**New Business:**

- NDASFAA Website – location of materials/bylaws; Dennis Junk updates the site, copy Chris Meek when send updates; Fall Professional Development Conference is on the website
- NDASFAA areas of concern/goals for the upcoming year: Scott – halt decrease in involvement in association committees; Judy – clarification of committee’s roles; Tom – review committees to ensure we still need them, they’re still purposeful and meeting needs of our association
- NDASFAA Recognition Section Wall of Honor – Chris Meek has received nominations; Scott will look into this for discussion in the future
- Frequency of meetings – in the past, the board didn’t meet very often; will now shoot for bimonthly meetings

Adjournment of meeting – motion made by Janelle T, Bethany seconded; meeting adjourned at 10:15 a.m. CDT

Judy Hager, Secretary

TREASURER'S REPORT  
APRIL 26 2016 (revised)

Membership

19 Institutions renewed, 1 new Institution  
2 Institutions NOT renewed  
8 Associations renewed

Annual Conference

Income

Registration	
48@\$85 & 6@\$100	\$4680.00
Corporate Support	
Advertising	\$1250.00
Leadership	\$ 0.00
Additional meals	\$ 18.00
Total Income	\$5948.00

Expenses

Food	\$4117.16
Lodging	\$ 149.40
Presenter Gifts	\$ 50.00
Student Panel Gift Cards	\$ 100.00
Appreciation Gifts	\$ 235.51
Candy	\$ 25.62
Decorations	\$ 77.36
Plaques & Gavel	\$ 54.32
Registration Refund	\$ 85.00
Total Expenses	\$4894.37

Net Income	\$1053.63
Philanthropy	\$ 900.00

Scholarships

6 applicants & 6 alternates were selected to receive \$300 scholarships for Fall 2016  
\$1800.00

Leadership

2 scholarship applicants were awarded RMAFSA Summer Institute early bird registration fees  
\$1500.00

Account balances

Checking	\$23356.35
CD #2624	\$ 2352.64
CD #3246	\$ 2350.47
CD #504782	\$ 2513.33

**NDASFAA 2016 Annual Conference Income Statement April 6-8 Jamestown (revised)**

<b>INCOME:</b>	<b>Budget</b>	<b>Actual</b>
Corporate Support		
Advertising	\$1,250.00	\$1,250.00
Leadership	\$0.00	\$0.00
Registration	<u>61@\$85</u> \$5,185.00	<u>48@\$85 &amp; 6@\$100</u> \$4,680.00
Additional Meals	\$0.00	\$18.00
Philanthropy	\$0.00	\$900.00
<b>TOTAL INCOME:</b>	<b>\$6,435.00</b>	<b>\$5,948.00</b>
<b>EXPENSES:</b>		
TOTAL FOOD EXPENSES	\$4,062.00	\$4,117.16
Lodging	\$150.00	\$149.40
Presenter Gifts	\$110.00	\$50.00
Entertainment	\$20.00	\$0.00
Gift cards for panel	\$75.00	\$100.00
Printing	\$150.00	\$0.00
Door prizes/candy	\$25.00	\$25.62
Decorations	\$100.00	\$77.36
Appreciation gifts	\$75.00	\$235.51
Plaques & gavel	\$205.64	\$54.32
Registration refund	\$85.00	\$85.00
Philanthropy	\$0.00	\$900.00
TOTAL OTHER EXPENSES	\$995.64	\$777.21
<b>TOTAL EXPENSES:</b>	<b>\$5,057.64</b>	<b>\$4,894.37</b>
<b>NET INCOME:</b>	<b>\$1,377.36</b>	<b>\$1,053.63</b>