**NDASFAA Executive Board Meeting**

**Wednesday, April 11, 2018**

**9:00 a.m. Delta Marriot, Fargo, ND**

Welcome/ Call to Order

President Lindsey Benson called the meeting to order at 9:02 a.m.

Roll Call – Board Members Present: Lindsey Benson, Judy Hager, Karrie Huber, Scott Lingen, Tom Ternes, Bethany Vincent

Guests: Ken Kocer, RMASFAA President; Katie Nettell, LRSC (2019 conference site coordinator); Crystal Tansgrud, NDUS Core

Technology Services

Approval of Agenda Bethany – request for medical refund for conference registration fee; Tom – discussion regarding a strategic plan; Scott moved to approve with additions, Bethany seconded; agenda approved

Approval of Minutes from 02.22.2018 board meeting –Tom moved to approve, Karrie seconded, minutes approved

Treasurer’s Report – Bethany passed out the report:

*Membership*: Institutions: 19 renewed, 1 welcome back (NDSC), 1 not renewed (TMCC – there was a change in director contact, have had some contact but not renewed yet); Associations 7 renewed, 2 new (College Ave & College Raptor),

*High School Counselor workshop* – 173 attended at 6 locations

*Annual Conference*: currently at 72 (27 more than last year)

*Scholarships*: awarded $300 scholarships to incoming freshmen attending ND institutions

*Leadership*: awarded Marcia Pritchert $1000 to attend FSA

*Account Balances*: (see report)

Scott motioned to approve, Karrie seconded, report approved

Old Business:

* RMASFAA Annual Conference 2018, October 7-10 – Fargo, Delta by Marriott – Bethany update – Jeff and Lori are soliciting proposals for presentations; Monday is a federal holiday, so we may not be able to have our federal update that day (Joe M is checking); hoping to go live with registration by end of June; Lindsey noted that there were only 2 bartenders working last night and 1 barista this morning – might want to note that the hotel needs to be well staffed
* Leadership Development Scholarship – currently no funds to award, motion to the bylaws that will be voted on Thursday during the business meeting to fund that scholarship; Professional Development Committee is built off of this scholarship – Heather Fink and Marcia Pritchert co-chairing, will provide explanation of why there’s no longer any funds (a grant provided by BND and that’s no longer funded), and a proposal for funding differently (profits generated from the conference); Ken volunteered information about SD’s scholarship system
* Wall of Honor Nomination Process – updated that nominations go to the association president
  + Nominations: Ken Wallace (nominated by Lindsey)
  + Marcia Pritchert recommended Betty Schumacher, she’s been added
  + Scott Lingen nominated Wally Ehrhardt, Shirley Glass

New Business:

* NDASFAA Website
  + Recognition of Webmaster for Dennis
  + Potential Website updates – visitor Crystal Tangsrud (NDUS Core Technology Services) joined us briefly: Dennis Junk retired a couple of years ago, but has been maintaining the NDASFAA website, he is moving, so may want to move responsibility of maintaining the site; Currently whoever maintains our site has to be able to read and write HTML and costs about $300/month to maintain the site on the current server; Opportunity for website revamp, and to move our site to a new server location – NDUS would cover the minimal cost; NDASFAA may want to consider hiring an intern to design a new website; Lindsey did get Dennis a gift card to Barnes & Noble as a thank-you for his time and efforts
  + Potential restructure to Electronic Initiatives Committee – Scott volunteered to serve on the committee
* NDASFAA Annual Conference 2019 – Members Choice – Katie Nettell
  + NDASFAA’s 50th
  + Katie presented four possibilities for a site in Devils Lake
  + Considering Woodland Resort April 3,4,5 2019
* NDASFAA Annual Conference 2020 – Grand Forks
* RMASFAA Winter Board Meeting update
  + NASFAA proposal – Ken Kocer –looking for input on proposal by NASFAA to start up a regional partnership, Justin Draeger presented a proposal for a partnership between RMASFAA and SWASFAA on membership, website and events – assist regions who are struggling financially and with volunteerism, RMASFAA is not struggling but SWASFAA is in both of these areas; one membership idea would be to combine the national and regional membership (a member of NASFAA would have to be a member of RMASFAA); suggestion for a 3 year commitment; benefit for website – RMASFAA would no longer have the cost for website maintenance, would have a lower level of involvement from electronic initiatives committee; benefit for events – alleviating pressure from treasurer, RMASFAA has a paid position for treasurer, also audit checks; Question of if we could partner with just one or two of these things but not all three;
* NDASFAA Committee Involvement
  + Committee Meetings
  + Timelines/responsibilities
  + Introducing a strategic plan might possibly help with some of this
* DMCI Scholarship page – Brenda Zastoupil has taken charge – there’s a link out on the NDASFAA resource page, ok for them to maintain the page
* NDASFAA Fall 2018 Professional Development Training – may elect to forgo this year as RMASFAA is this coming fall
  + Professional Development committee – request Marcia Pritchert and Heather Fink to serve on RMASFAA committee
* Transition of Leadership – Scott going off as Past President, Karrie taking over as President, Lindsey moving to past president, Tom going off as Associate Member at Large; nominations for President-Elect are Judy Hager and Chris Meek, Amanda Woidyla for Associate Member at Large

Other:

* Sue Applegren paid, but unable to attend NDASFAA annual conference due to medical reasons, refund requested – exec committee approved
* Strategic Plan - might be beneficial for the association in lots of ways, will introduce this idea and possibly forming an ad hoc committee to develop during the NDASFAA business meeting 04.12.2018
* Lindsey passed out gifts to the executive committee members, which is a great idea

Adjourn – Bethany motioned to adjourn, Scott seconded, meeting adjourned at 12:03 p.m.

Submitted by Judy Hager, Secretary