**NDASFAA Executive Board Meeting**

**Friday, January 11, 2019 via Conference Call**

**Welcome/Call to Order** President Karrie Huber called the meeting to order at 11:07 a.m. because Judy was tardy!

**Roll Call** Board Members Present: Lindsey Benson, Judy Hager, Karrie Huber, Chris Meek, Bethany Vincent; Amanda Woidyla

**Approval of Agenda** Lindsey motioned to approve with a couple of additions, Chris seconded, agenda approved.

**Treasurer’s Report** Bethany emailed the report to the board prior to the meeting. Membership is where we’re normally at, 2 institutions haven’t renewed and Karrie has reached out to them; HS Counselor workshop income - $1630, which is usual, higher registration numbers, but weather negatively impacted attendees; ND State secretary filings – just submitted our nonprofit corporate annual report and awaiting certificate from state for approval; Becky Gunn submitted expense for $79.98 for website renewal; Chris moved to approve the treasurer’s report, Lindsey seconded, report approved.

**Approval of Minutes** from 09.21.2018 board meeting: Karrie motioned to approve, Lindsey seconded, minutes approved.

**Old Business**

* **NDASFAA Spring Conference 2019** Karrie has been in touch with Heather this morning and Katie before Christmas, Heather and Katie have been connecting with each other, requests for programs has been sent, Amanda agreed to serve on vendor committee and will inquire about BND printing programs; Judy will follow-up with ED trainers to attend; Katie indicated we will be doing a 2 hour homeless simulation on Thursday afternoon; Sue and Crystal want to do a People Soft 9.2 demo before or after the conference – question on preference for Wednesday morning or Friday afternoon;
* **NDASFAA Website Update** Goal is to have website up and running by end of February; one question regarding how long committee minutes should be retained, Electronic Initiatives Committee could prepare a proposal; Chris – committee is reviewing what should be retained; logo redesign possibility as resolution isn’t great
* **Counselor Workshops** Question about BND providing breakfast at workshops, suggestion to have BND partner with NDASFAA in a different way for these events, possibly for BND to have a round-table discussion with counselors, concern about necessity

**New Business**

* **NDASFAA Spring Conference 2020** Grand Forks space suggested – Alerus Center – would need to move to March 18-20, 2020, concerns about ‘nickel-and-dime’ charges at that venue in the past, preliminary estimate including ballroom and meeting spaces at $2,130, question about room rates at Canad Inn, concerns about conflicts with RMASFAA board meeting dates
* **Use of the NDASFAA Listserv** No usage policy, concern about NDUS using to post information about bills – no problems with this
* **P&P** Vice-president should be attending NASFAA leadership conference, payment comes from professional development which doesn’t have any funds, we have funds but not currently allocated for professional development, but we could still approve funds to be used for vice-president to attend the conference, decision was made to send VP Chris to NASFAA leadership conference; may want to consider funneling funds into professional development/leadership for this purpose for future – will table this to April meeting

**Other**

* Discussion for awards for service
* Open elections – treasurer, president-elect and associate members; send nominations to Lindsey

**Adjourn** Bethany motioned to adjourn, Karrie seconded, meeting adjourned at 12:05 p.m.

Submitted by Judy Hager, Secretary