

**NDASFAA Executive Board Meeting**

**Wednesday, October 14, 2020**

**10:00 am CST**

**Microsoft Teams Meeting**

**Welcome/ Call to Order –** President Marcia Pritchert called the meeting to order at 10:00 am CDT.

**Present –** Marcia Pritchert, Judy Hager, Christopher Meek, Amanda Woidyla, Bethany Vincent, Chelsea Larson

**Approval of Agenda** – Bethany moved to approve, Chris seconded, agenda approved

**Approval of Minutes from April** – Bethany moved to approve, Chris seconded, minutes approved

**Treasurer’s Report**

* Bethany provided update on membership renewals:

19 of 21 institutions have renewed

9 of 11 associate members have renewed

* Discussion on unpaid memberships. Institutions eventually pay and renew. Unpaid memberships of associate members have been removed from website:
  + College Raptor
  + Great Lakes
  + Wells Fargo
* Annual conference invites purchased prior to cancellation of conference was the only expense that has been paid
* See attached Treasurer’s report for reference on balances.
* Judy moved to approve, Chelsea seconded, Treasurer’s report approved.

**New Business**

* **Scholarship Donation Request (Bethany) -** HSCW workshop virtual with no registration fee. BND normally donates $2000 for breakfast and agreed to still contribute this to NDASFAA to be awarded as scholarships. Normally NDASFAA gives 6 $300 scholarships = $1800 based on collections from registration fee. BND requesting an additional $100 from NDASFAA so we could give 7 scholarships at $300 each = $2100. Board approves additional $100 to support 7 scholarships.
* **Encourage RMASFAA participation (Marcia)**
  + Marcia will communicate on behalf of NDASFAA
* **Committee Updates –** Marcia will request that members update the website with committee minutes and updated member lists
* **Awareness Committee/HS Counselor Workshops online**
* **Fall Professional Development** – NDASFAA will not host a separate topic at this time. Will encourage members to attend RMASFAA next week.
* **NDASFAA Zoom meeting** - COVID related challenges/solutions – Group discussed that this will not be added to the agenda for the business meeting.
* **Business Meeting requirement -** Bylaws require at least one business meeting per year, typically held at annual conference. Board agreed that a virtual meeting should be held via Teams of voting members in mid-November. Must give at least 30 day’s notice. Discussion around including other topics, but agreed that it would be limited to just the business meeting at this time. Marcia will send an invite with reminders about having a voting delegate attend for each membership institution/entity.

**Unfinished Business:**

* Policy and Procedure - Will be posted once finalized
* Rookie of the Year, Years of Service awards were mailed out to recipients

**Adjourn** – Judy motioned, Chris seconded, meeting adjourned at 10:26 am CDT

*Minutes submitted by Chelsea Larson, Secretary*