



NDASFAA Executive Board Meeting
Wednesday, March 29th, 2023
8:30 am CST

Welcome/ Call to Order – President Sheila Dolan called the meeting to order at 8:40 am CST.

Roll Call-

- **Present:**
 - Sheila Dolan, Judy Hager, Matthew Sanchez, Amanda Woidyla, Bethany Vincent, and Merissa Halvorson

Approval of Agenda – Judy motioned to approve. Matthew seconded. Agenda approved.

Approval of Minutes – Judy moved to approve the Executive Board Minutes from the March 3, 2023 meeting. Matthew seconded. Minutes approved.

Treasurer's Report:

Bethany Vincent provided the report dated 3/30/2023 by email. Conference income and expenses have not been calculated yet but we have 69 registrants, 1 Gold level sponsorship and 5 Silver level sponsorships. 1 of the 21 Institutions has not yet paid their membership dues. 10 Association Members have renewed their memberships and we have 2 new ones: KHEAA and Campus Logic. Counselors Workshops were discussed briefly- we have 4 in-person sites and 2 institutions collaborated to host virtual workshop with a combined participation of 140 people. 5 scholarships were awarded Fall 2022 at \$300 each and were funded by the 2021 HSCW registration income. Discussion was had regarding account balances. Amanda motioned to approve the treasurer's report. Matthew seconded. Agenda approved.

New Business:

Exhibitor/Sponsorship "Perks":

- Amanda started the discussion regarding the silver and gold sponsorships. It was brought to her attention that there was a "dissatisfaction" that the silver level sponsorship does not receive a list of conference attendees prior to the event for networking opportunities like the gold sponsorship level gets. Gold level sponsorship is \$1,200 and silver level sponsorship is \$500. Discussion was had on the topic, and it was decided to leave as is for now.

RMASFAA – ND hosts in October 2026:

- Site proposal needed by October 2026
 - Discussion was had regarding possible locations: Grand Forks, Fargo, Bismarck
- Committee chair(s) needed by Spring 2024
- Venue contract signed by October 2024

Audit of NDASFAA's Financials:

- Policy shows to audit financials every time there is a new treasurer. Bethany Vincent has been treasurer since 2013. Discussion was had about conducting an audit within the next few months.

Old Business:**NDASFAA P&P:**

- Judy started the discussion regarding any changes that needed to be made to the P&P, most of which were just grammatical changes. There was some extended discussion about the State Swap section and a language change was decided on regarding the host state covering the complimentary registration for state conference and paying \$300 to RNASFAA. Merissa motioned to approve the changes to the P&P Bethany seconded. Approved.

Committee Co-Chairs needed:

- Diversity, Equity & Inclusion- suggestion was made.
- Awareness

State Swap:

- Scott Lingen is unable to attend the Utah spring conference on April 17th and 18th. Discussion was had regarding Matt Sanchez possibly stepping in for him.

Sheila moved to adjourn meeting.

Submitted by Merissa Halvorson