



NDASFAA Board Meeting Minutes
Friday, January 17, 2025
TEAMS Meeting @ 1:00 PM

Welcome / Call to Order – President Kelsey Walters called the meeting to order at 1:01 PM CST.

Roll Call

Present: Kelsey Walters, Tammy Fraase, Bethany Vincent, Matt Sanchez, Amanda Woidyla

Absent: Susan Cordahl, Lindsey Benson (guest)

Approval of the Agenda – Kelsey asked if there were any additions to the agenda. No additions were made. Tammy moved to approve the agenda, and Amanda seconded. Agenda approved.

Approval of October 30, 2024 Minutes – Kelsey asked if there were any additions or corrections to the minutes from October 30. No updates or corrections were made. Kelsey moved to approve the minutes, and Tammy seconded.

Treasurer's Report – Bethany provided the Treasurer's Report dated 01/16/2025. Bethany identified that we are waiting on 4 institutions to renew and 7 associate members. Bethany has filed the annual report with the state.

Old Business -

NDASFAA Conference

- Bethany had questions related to the contract. Kelsey will discuss with Lindsey.
 - Table set up is of concern. 10 attendees sitting at a round table seems to be too many to fit comfortably. This will depend on the size of the room and table diameter.
 - NDASFAA does not have a credit card so we will need to receive an invoice to be paid by check.
 - Cash bar – drink pricing?
 - How many rooms are in the block?

RMASFAA 2026

- Kelsey reached out to Crystal DeLong about conference planning timeline. Timeline has been received.
- Kelsey will be meeting with Crystal T. on Feb to discuss further and follow up with the committee

New Business -

NDASFAA Conference

- Board voted to increase the registration fee to \$100. Last increase was in 2008 when it was increased to \$85 from \$60. Kelsey will send a courtesy email to the membership notifying of the increase.
- Lindsey sent a proposed budget for review.
- Site cost breakdown from last three years provided by Matt

Site	Year	Registered	Attended	Total Cost	Cost per Attended
Williston	2022	53	52	\$3,901.00	\$75.02
Bismarck	2023	68	68	\$7,880.00	\$115.88
Fargo	2024	71	70	\$7,212.00	\$103.03

Just a note, Williston is considerably less because we did not have to rent an off-site location. The conference was on campus.

Next Meeting

- TBD (online)

Meeting Adjourned – President Kelsey Walters ended the meeting at 1:28 PM CST.

Submitted by Tammy Fraase