



Members Present: Luke Klefstad, Allison Bitz, Kelsey Buss, Marisa Misek, Kat Roemmich, Cheryl Thomas, Joely Davidson, Kara Eastlund, Reann Kaczmarski

Members Absent: Morgan Nerat, Ethan Hoepfner, Diana Weber, Erica Cavanaugh-Thompson

1. Call to order – President Allison Bitz
 - a. Roll call

2. Secretary’s Report – Kelsey Buss
 - a. Review and approve previous meeting minutes, June 28, 2019
 - b. Cheryl Motions
 - c. Luke Seconds
 - d. No discussion
 - e. Motion carries

3. Treasurer’s Report – Marisa Misek
 - a. Review and Approve past reports
 - i. Marisa will add a category to track investment income on treasury reports
 - ii. June Treasury Report
 1. Reann motions to approve June Treasury Report
 2. Joely seconds
 3. No discussion
 4. Motion carries
 - iii. Motion to approve July Treasury Report
 1. Cheryl motions to approve July Treasury Report
 2. Luke seconds
 3. No discussion
 4. Motion carries
 - b. Spending Plan for 2019-2020
 - c. Update on investment
 - d. 501(c)3 vs. 501(c)4 status
 - i. Luke is still working on paperwork for this process

4. Committees Reports
 - Membership Committee
 - Chair: Morgan Nerat-
 - Members: Ethan, Kelsey, Marisa, Kara, and Luke
 - Eventbrite vs NDFBSA website
 - Exhibit hall payment through Eventbrite vs. website-Alli will talk with Rachel

 - Conference Committee



- Chair: Cheryl Thomas
- Vice-Chair: Luke Klefstad
- Members: Allison Bitz, Kelsey Buss, Joely Davidson, Kara Eastlund, Ethan Hoepfner, Raeann Kaczmariski, Marisa Misek, Amber Nelson, Morgan Nerat, Kathryn Roemmich, Diana Weber, Danelle Klamann, Amy Oehlke, Amy Sieling.
- Contract Renewal-
 - Luke in contact with Calli Valan at Holiday Inn to discuss contract
 - Contracts are booked through March 2022
 - Discussion about booking out to 2025
 - Luke motions to extend the contract through 2025
 - Kelsey seconds
 - No discussion
 - Motion carries
- Standards Committee –
 - Chair: President Elect Joely Davidson
 - Members:
 - Student scholarship timelines
 - Have information out to schools by November 1st
 - Kelsey-NDSU/MSU, Luke-MSU, Alli-UMary, Amy O- Alli will ask about UND
 - Student deadline to turn in applications by January 24th, 2020
 - Will review applications at February 21st board meeting
 - Award Nomination solicitation timeline
 - Ask Diana to send information/letter for award nominations- Alli will send this information to Diana
 - Will review and discuss at February 21st, 2020 board meeting
 - Joely will make change to bylaw
 - Article 7 Committees 3.7.0- Committees made within 90 days
- Nominating Committee –
 - Chair: Ethan Hoepfner
 - Members: Joely
 - Currently 2 open spots, Ethan reached out to 2 individuals
 - List of openings for outgoing BOD members due by December 21st
 - Ethan has reached out to a couple of individuals
 - Discussed potential board members
- Public Relations Committee –
 - Chair: Kat Roemmich
 - Members: Kat, Kelsey, Joely, Cheryl
 - Social Media Calendar - RaeAnn and Kat
 - Branding Package - Joely

MISSION OF THE NDFBSA

Believing that all families have inherent strengths and can best be served in their own environment, the North Dakota Family Based Services Association is committed to investing in the preservation and affirmation of families through: Advocating the development and expansion of family based services; Promoting a family-based philosophy throughout North Dakota and Providing forums for education, networking, policy development and support.



- Sponsorships – Joely and Kat
- Ideas for identifying potential sponsors
 - Identify Potential Sponsors (by October)
 - Prepare Sponsorship Package (by November or sooner)
 - Negotiate the Sponsorship (by December) (this is so we can distribute the sponsor with the conference program/brochure)
- Discussed potential sponsors
- Members:
 - Apparel and giveaway ideas – Kara will handle giveaways
 - Discussed giveaway options
 - Will plan to use same contact for giveaways
 - Alli will check with Amber for bags
 - Discussed having no apparel on hand at conference
 - Website board rep – Kelsey
 - Let Kelsey know of any changes that need to be made on the website

8. Additional Business

9. Adjourn

- a. Luke motions to adjourn the meeting
- b. Cheryl seconds
- c. No discussion
- d. Motion carries

NDFBSA Board Meeting schedule

- **September 20th 10:00am-2:00pm Conference Committee meeting**
- October 18th 10:00am-12:00pm Conference Committee before Board meeting
- **November 15th 10:00am-2:00pm (location TBD) Conference Committee meeting**
- December 20th 10:00am-12:00pm (location TBD) Conference Committee before Board meeting
- **January 17th 10:00am-2:00pm (location TBD) Conference Committee meeting**
- February 21st 10:00am-12:00pm Conference Committee before Board meeting
- **March 13th 10:00am-2:00pm Holiday Inn Rep Meeting Conference Committee meeting**
- April 1st 5:00pm-7:00pm President's Dinner Conference Committee meeting
- **Conference Week: Tuesday March 31 - Friday April 3 at Holiday Inn, Fargo**

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