



Members Present: Allie Bitz, Kristi Ventzke, Joely Davidson, Kara Eastlund, Kelsey Buss, Cheryl Thomas, Kathryn Roemmich

Members Absent: Diana Weber, Jessica Fleck, Ethan Hoepfner, Emily Althoff

1. Call to order – Joely Davidson 12:05 pm
2. Secretary's Report-Kristi Ventzke
 - a. Review and approve previous meeting minutes from August, October, and November
 - i. Joely move to approve, Kara second. Motion passes.
3. Treasurer update
 - a. Emailed EideBailly but did not hear back
 - b. Joely will call Marissa's husband re: account and reach out to relationship building team point person at Gate City
 - c. Cheryl will be added to the account
4. Committees Assignments and Reports
 - a. Verification of committee members
 - Membership Committee
 - Chair: Kelsey Buss
 - Members:
 - Updates
 - Conference Committee
 - Chair: Kelsey
 - Vice Chair- Allison Bitz
 - Members:
 - Updates
 - Standards Committee
 - Chair: Cheryl Thomas
 - Members:
 1. Discuss scholarships and awards
 - Conference Award Nomination ideas-Nominations due by January 29th
 1. **Provider Award** – for an individual who has exemplified the Family Based Services philosophy in their professional practice/
 2. **Program Award** – for outstanding or innovative family services or for a program that fills a gap in the existing services.



3. **Lifetime Membership Award** – for an individual who has provided a minimum of 7 years of meritorious services and/or employment in support of Family Based Services Philosophy.
4. **Special Recognition Award** – for a person or program that is innovative and responsive to immediate needs, or current issues in keeping with a Family Based Services Philosophy.
5. **President’s Award** – a discretionary award, used by the NDFBSA Board to identify individuals or programs that excelled in providing family based services over time.
 - The criteria for nomination of an individual or program include:
 - (i) Outstanding and significant support of Family Based Services philosophy and mission
 - (ii) Exceptional leadership
 - (iii) Significant contribution to community
 - (iv) Demonstration of creativity in pursuit of Family Based Services
 - (v) Innovative use of resources, personnel and/or collaboration
 1. Will update letter with Cheryl and send to Diana to distribute
 - Mail out the award plaques, recipients can send picture of themselves or a head shot with the award or Tellwell could assist with creating a slide for the landing page and/or outro.
 - Regarding passing of the gavel Joely and Cheryl will consider meeting at the Tellwell studio.
 - Joely move to hold Annual Meeting on Wednesday, March 24th during 12-1 hour with 40 min for state update (recording) and 10 min of annual meeting. Cheryl second. Motion passed.
 1. Cheryl will facilitate in absence of president.
- Nominating Committee
 - Chair Ethan Hoepfner
 - Members:
 1. Check with Ethan to see if he plans on attending future meetings
- Public Relations Committee
 - Chair: Kelsey Buss
 - Members:
 - Updates

5. Additional Business

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.



Last year sought CEU approvals from board of SW, Counseling, Addiction, and MFT. Will need to update.

Holiday Inn contract- have contracts for the next 3 years up until 2025. Cheryl will compare to past years.

6. Joely Davidson move to adjourn 1:16 pm. Kathryn second. Motion approved.

NDFBSA Board Meeting Schedule

- **January 15th 10:00am-2:00pm Conference Committee meeting**
- **February 19th 10:00am-12:00pm Conference Committee before board meeting**
- **March 15th 10:00am-12:00pm Conference Committee**
- March 9th 10:00am-12:00pm SESSION 1:00pm-3:00pm SESSION
- March 10th 10:00am-12:00pm SESSION 1:00pm-3:00pm SESSION
- March 11th 10:00am-12:00pm SESSION 1:00pm-3:00pm SESSION
- **March 12th 10:00am-2:00pm Conference Committee meeting**
- March 23rd 10:00am-12:00pm SESSION 1:00pm-3:00pm SESSION
- March 24th 10:00am-12:00pm SESSION 1:00pm-3:00pm SESSION
- March 25th 10:00am-12:00pm SESSION 1:00pm-3:00pm SESSION

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