



**THE WISCONSIN CHAPTER OF ASID
BOARD MEETING
November 19, 2019**

LOCATION	Johnson Controls – 5757 North Green Bay Road – Glendale, WI
BOARD MEMBERS PRESENT	Teresa Olson, ASID - President Leah A. Knox, ASID – President-Elect Jennifer Doede, ASID – Financial Director Dan Effenheim, ASID – Professional Development Director AJ Fink – Membership Director Sofia Ismaili, ASID IP – Communications Director Bridgett Fish, ASID – Director-at-Large Sydney Rall, Student Member ASID – Student Representative to the Board (by phone)
MEETING CALLED BY	Teresa Olson
CALLED TO ORDER	5:44 p.m.
MINUTES BY	Leah A. Knox
ADDITIONAL MEMBERS IN ATTENDANCE	Bill Beaudreau, ASID – Past President – National CST

AGENDA TOPICS

OCTOBER 7, 2019 MEETING MINUTES

MOTION TO APPROVE	AJ Fink
SECONDED	Bridgett Fish
DISCUSSION	None
VOTE	Approved
FURTHER DISCUSSION	Next Board Meeting – vote for approval of August 22 nd meeting minutes wherein Jennifer Doede was named Crystal Star Award winner

FY 2019-2020 STRATEGIC PLAN

DISCUSSION	Continue ongoing discussion of Strategic Plan throughout the Chapter year to coordinate goals/metrics with events, etc.
VOTE	N/A

PRESIDENT-ELECT REPORT

DISCUSSION	Presented update from GA Committee re: legislative efforts re: Senate Bill 303 Request for equal monies in the legislative efforts to go to Democrat event(s) in the amount of \$1000.00 per amount already given to Republican events
MOTION TO APPROVE	AJ Fink
SECONDED	Jennifer Doede
DISCUSSION	None
VOTE	Approved

PROFESSIONAL DEVELOPMENT DIRECTOR REPORT

DISCUSSION	First event of the new Board year has been scheduled – Holiday Party is to be held on Tuesday, December 17 th – 5:30 – 8:30 p.m. at Punch Bowl Social in Milwaukee.
VOTE	N/A

FINANCIAL DIRECTOR REPORT

DISCUSSION	Finances are in good shape. Jenny reported on the budgets and actual expenses/income from events including the Annual Meeting, What’s Next and the GA CEU event. Jenny has been in contact with Bill Beaudreau, Past-President, re: sponsorship to update benefits, etc.
VOTE	N/A

DIRECTOR-AT-LARGE REPORT

DISCUSSION	Nothing new to report – Career Day event organization is a “well-oiled machine” and planning is proceeding.
VOTE	N/A

MEMBERSHIP DIRECTOR REPORT

DISCUSSION	There are thirteen (13) new Chapter members. AJ reports that his goal is to hold “meet and greet” events for new members once a month going forward. AJ has compiled a volunteer list – the list is available to the Board via Google docs. Bill B. offered that the Chapter has lapel pins available for members who pass the NCIDQ exam – something to keep in mind. A discussion re: Volunteer Appreciation was had – questions re: how best to acknowledge and thank Chapter volunteers – thank you notes? A shout-out at the Holiday Party? Item was tabled – to be brought up for further discussion at later date.
VOTE	N/A

STUDENT REPRESENTATIVE TO THE BOARD REPORT

DISCUSSION	Sydney reports that she has sent out emails to student members re: the Holiday Party and volunteer opportunities at the event. The UW Stevens Point ASID Student Chapter fundraiser was well-attended – seventy (70) people attended this year. A discussion re: Fox Valley Technical College’s interior design program was held – can a student chapter be formed there? Further discussion and action to be taken.
VOTE	N/A

COMMUNICATIONS DIRECTOR REPORT

DISCUSSION	Sofia I. will coordinate with Bill B. and Jenny D. re: new approach for Chapter Sponsors. The weekly email blasts need more content – Sofia will look to the Strategic Plan to develop communication strategies. Goal to highlight members from all over the state for the Member Spotlight feature on the email blast and website. The job postings in the email blast and website were very out of date – they have been removed. Sofia is looking to update website content in all areas and is going through the website – she will coordinate with Chapter Administrator.
VOTE	N/A

OTHER TOPICS/NEW BUSINESS

DISCUSSION	Second session of Board Training commenced with exercises re: how to work together as a Board, resources, and conducting Board business and setting expectations.
VOTE	N/A

MEETING ADJOURNED	7:34 p.m.
MOTION TO ADJOURN	Teresa Olson
SECONDED	Bridgett Fish