



**THE WISCONSIN CHAPTER OF ASID
BOARD MEETING MINUTES**

Date: 12/15/2022

LOCATION	Virtual
BOARD MEMBERS PRESENT	Pedro Lima, Amy Kopplin, Kate Stachowiak, Jordan Green, Brianna Arpy, Mindy Hoppe, Bree De Vries
MEETING CALLED BY	Pedro Lima
CALLED TO ORDER	Time: 4:07PM
MINUTES BY	Amy Kopplin
ADDITIONAL MEMBERS IN ATTENDANCE	NONE

AGENDA TOPICS

PRESIDENT

DISCUSSION	<p><u>Budget</u> Full review of budget line items by Income and then Expenses per category. Amended line item on communications for subscriptions</p> <p><u>Media Partner</u> MKE Lifestyle – at the DEA, how they can put our winning members out into the public. Is this the right partner to do this? Considering them as a place to start.</p> <p><u>National Bylaw Update</u> IP's who did not have a design degree can now be President's of chapters. Important for nominating committee to be aware of</p> <p><u>Fellow Nominations</u> Live! With ASID National if you want to nominate anyone</p> <p><u>Audit and Insurance Recommendations</u> Kate looking into what our partner does now, generally in favor of doing the CPA audit. May decline additional insurance as we believe we are covered by National</p> <p><u>Neosconsin</u> Would like to promote more residential vendors. Brianna recommended touching base with NEWH so we are covering commercial, residential and hospitality vendors. We really don't have a Neosconsin champion from the ASID side to support IIDA efforts.</p> <p><u>ASID + IIDA Quarterly Meet Up</u> January 10th *need to address a joint committee effort with ASID and IIDA for GA</p>
VOTE #1	
MOTION TO APPROVE #1	
SECONDED #1	

FINANCIAL DIRECTOR

DISCUSSION	<ol style="list-style-type: none"> 1. Financial Summary- - see Board Report for \$\$ totals across each account 2. Started seeing some \$\$ come in from DEA 3. Holiday Party contracts have been handled 4. DEA venue contract working on 5. President Credit Card is being worked on, will just use ASID card and Pedro will let her know when he is using it for ASID related events
VOTE	
MOTION TO APPROVE	
SECONDED	
DISCUSSION	

PRESIDENT-ELECT

DISCUSSION	<p><u>GA Committee</u> New chair in the works, may look to combine with IIDA GA Committee? Pedro and Amy to work with IIDA at next event to broach the topic Amy to check at next meeting if GA wants a presence at Career Day</p> <p><u>Design Excellence Awards</u> Recommendation of Wisconsin Conference Center to look into for event venue Brianna Arpy familiar with CPJAM, planning on still being involved, bring this up to committee Emily Roman will be the point person for DEA to connect to Communications committee to better plan out social media and marketing materials; get her involved sooner than later!</p> <p><u>Design Center Initiatives</u> - Start a meeting to get a group together, Jordan, Pedro, Mindy, Bree, Brianna, will send to larger board and get everyone to attend as able</p> <p><u>Calendar Invites</u> Amy will update as events officially change</p>
VOTE	
MOTION TO APPROVE	
SECONDED	

DIRECTOR AT-LARGE

DISCUSSION	<p><u>Career Day</u> March 31st - AmFam in Madison, walked venue last week. Raising pricing by just a little bit, focusing on an equitable approach to be more design driven with the panel, mix of professions. Keynote speaker is still an open position. Save the Date not ready yet as committee as a whole is meeting Monday, will have marketing stuff ready in early January</p> <p><u>NCIDQ Connection @ Career Day</u> May be a CIDQ virtual connection platform solution</p>
VOTE	
MOTION TO APPROVE	

SECONDED	
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COMMUNICATIONS DIRECTOR

DISCUSSION	<p><u>Website</u> Pete removed from website since he stepped down from Board Needs to know when GA committee chair and co-chair is decided on to update flowchart</p> <p><u>Social Media Posts Count</u> Upper 40 posts cadence over the past months; really happy with this number! Board report has % of engagement levels as they change across IG</p> <p><u>Weekly Eblasts</u> Get info to the admin and Jordan the Friday before, approved on Tuesday, posted Wednesdays.</p>
VOTE	
MOTION TO APPROVE	
SECONDED	

PROFESSIONAL DEVELOPMENT DIRECTOR

DISCUSSION	<p><u>Holiday Party</u> Amy Sell, event chair. Event is Thursday, January 27th, in Kohler, WI, contract taken care of so this should really start going now.</p> <p><u>Business Series</u> 1st meeting last week, 2nd meeting tomorrow morning. 6 part series, mindset, marketing, photography, understanding financials, knowing your insurance. January – June, last Tuesday of every month. Leah Knox working on branding content, name, etc currently in the work</p> <p><u>Design Summit Event</u> Hilton Hotel in Wausau is target location; arriving Sunday late afternoon with networking and dinner Day of Learning on Monday May 21/22nd is goal date</p> <p><u>Neosconsin</u> Kris Schwalenberg – she’s still heading it up, and Mindy will be a key player in being more present from ASID side; asked Kris if there is a date in January set to meet for Neosconsin yet</p>
VOTE	
MOTION TO APPROVE	
SECONDED	

MEMBERSHIP DIRECTOR

DISCUSSION	Brianna had to hop off the call due to another commitment, refer to her board report for updates.
VOTE	
MOTION TO APPROVE	
SECONDED	

STUDENT REP. TO THE BOARD

DISCUSSION	<p><u>ASID4ME</u> Got a video from Bill, uploaded that. Going to be working on getting file types to be the same, Pedro requested to get an ASID logo on the video</p> <p>Will work with Anna to connect more with student reps, maybe try to schedule kick off meetings with student chapters around the state on virtual calls.</p> <p>UWSP is really hot right now to want to connect with ASID.</p> <p>Need to give submittal ideas for students when submitting to DEA Student Awards. Bree thought a poster would be helpful, to actually have a poster setup in a hallway for a student to scan a QR code, etc.</p>
VOTE	
MOTION TO APPROVE	
SECONDED	

OTHER TOPICS/NEW BUSINESS

DISCUSSION	
VOTE	
MOTION TO APPROVE	
SECONDED	

MEETING ADJOURNED	Time: 5:50 PM
MOTION TO ADJOURN	Pedro Lima
SECONDED	Amy Kopplin, Mindy Hoppe, Bree De Vries