



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

Meeting Date: November 13, 2018

LOCATION	Milwaukee Institute of Art & Design
BOARD MEMBERS PRESENT	Bill Beaudreau, Michelle Kempen, Sarah Hansen, Jenny Hunt, Teresa Olson, Melissa Smith
MEETING CALLED BY	Bill Beaudreau
CALL TO ORDER	5:30 pm

AGENDA TOPICS

FINANCIAL

Transfer Jenny Hunt's board position from Membership Director to Financial Director

MOTION	Michelle Kempen
SECONDED	Melissa Smith
DISCUSSION	Discussion occurred about the next steps for Jenny Hunt to transition into the FD role including getting signatures on file at the bank, setting up all the various accounts that require passwords, working with Karen Johnson to bring the bookkeeping current, and to help prepare a FY2019 budget for board approval.
VOTE	Approve

Vote on Bookkeeping Proposal – To utilize ACE for services

MOTION	Jenny Hunt
SECONDED	Teresa Olson
DISCUSSION	Discussion occurred comparing Ritz Holman & Ace proposals for bookkeeping services. Decision was made to go with Ace for fiscal reasons & recommendation from Jenny
VOTE	Approve

MEMBERSHIP

MOTION	
SECONDED	

DISCUSSION	Discussion occurred about the next steps to replace Jenny Hunt as Membership Director. Candidate names were discussed and will be vetted, and asked if they would be willing to step into the role.
VOTE	

GENERAL TOPICS NEEDING DISCUSSION/RESOLUTION

MOTION	
SECONDED	
DISCUSSION	Discussion about effective communication with chapter administrator
VOTE	none

DISCUSSION	Sarah Hansen, SRB, noted that the student presentations from the fall are 'dry' and not engaging for students. She will provide specific feedback and suggestions to Bridgett to prepare for the next round of presentations.
VOTE	none

DISCUSSION	Website and Government Advocacy information – Communications Director inquired about moving the GA information to a separate tab so it is more visible to the membership when consulting the chapter website. Per the available data, "News" and "Get Involved" are the least used tabs in the website. If possible, Michelle would rearrange tabs to better reflect usage and visibility of information for members
VOTE	none

GUESTS IN ATTENDANCE	Lynn Vogeltanz
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MEETING ADJOURNED	Meeting adjourned at 7:05 PM
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