

NDID EXECUTIVE BOARD

Meeting Minutes

Date: Thursday, August 14, 2008

Location: Atomic Coffee, Broadway, Fargo (in meeting room)

Attendance: 10 members

1. CALL TO ORDER

- a. Welcome

2. OLD BUSINESS

- a. Secretary's Report

- i. Minutes Approved
- ii. Discussion and approval to no longer read the general membership meeting minutes at the meetings. They are online and can be reviewed by members in advance of the meeting.

- b. Golf outing recap

- i. Cancelled from weather however the response was excellent with about 50% reps and a good mix of people
- ii. It was decided that this would be a good event for next year and will be added to the budget.

3. NEW BUSINESS

- a. Membership Report

- i. Late fee or penalty was discussed and can be added to the invoice. This worked well this past year.

- ii. Issues discussed with regard to the dues:

1. Dues are not reimbursable.
2. Dues are separate from showcase fees
3. There is no anticipated increase in dues
4. Renew/apply online but paper membership forms will also be at October meeting. Will be accepting registration fee payments that night as well.

- iii. Issues discussed with regard to sending out additional forms with the membership packet:

1. Form for showcase registration to allow for members to plan for costs and put on calendar
2. Form for CANstruction contribution for members to plan for contribution and put event on calendar.

b. Executive Board Transition

- i. Transition was discussed and accepted to be done in August to allow for new board to be familiar with position and roles for the first board meeting in September and in place for first general membership meeting in October.
- ii. Due to the President's new schedule, the current times for GMM's may be slightly early; therefore, the President will arrive near the end of the social, but will be able to be there for the meeting.
- iii. The EBM's were also discussed to remain at Atomic Coffee on Broadway, Fargo until decided otherwise. The time was decided to move to 11:30 – 12:30pm.

c. Treasury Report

- i. NDID has a balance of \$15,000 + going into the new year.
- ii. Previous year was \$11,000; therefore, NDID is growing.
- iii. This year's budget is balanced.
- iv. The following items were decided for the budget line-items.
 1. Website item will need to have a slight cushion to allow for minor changes throughout the year without calling for a quorum for individual costs.
 2. Marketing and advertising expenses will need to be increased as we have gotten a discount in the previous year for the articles we had published. If further marketing will take place, it will be at a higher cost.
 3. The showcase will incur additional costs this year involved in the reprinting vendor signage.

d. Committee News

- i. CANstruction

1. Event raised a little less poundage of food this year; however, had more donations from the patrons of the mall and from the Stop and Go dollar donations.
2. CANstruction Board and Co-chairs met and decided to no longer do the paperwork toward becoming a Federal 501C-3. This eliminates paperwork. Insurance forms will still need to be completed for the mall.
3. The meeting also held discussion about changing when the event is held. 2009 CANstruction will be the last annual CANstruction. The event will become biennial or every two years with the next event to be held in 2011. More of the event will be held centered around West Acres (namely the Awards Social) with more information to come as the planning progresses.
4. The Co-chair transition on for NDID has taken place and event planning will begin in September with more information to follow.

ii. Website

1. Anything that needs to be sent out to the masses or put onto the Website is to be sent to Brenda in Word format if possible and she will convert it to a pdf that is compatible with the website for mailing.
2. A list of costs for website modifications was reviewed and the items were discussed and decided on. The result was eliminating some of the modifications needed resulting in a lower cost for NDID.

e. Announcements

- i. Next meeting is September 4, 2008 at 11:30am at Atomic Coffee on Broadway in Fargo

4. ADJOURN