

## NDID EXECUTIVE BOARD

### Meeting Minutes

**Date:** Thursday, November 05, 2009

**Location:** Old Chicago

**Time:** 11:45-12:45

#### Discussion:

1. CALL TO ORDER
  - a. Welcome
2. OLD BUSINESS
  - a. Secretary's Report – Minutes Approved
  - b. Bylaws – Approved
  - c. Scholarship – Approved
3. NEW BUSINESS
  - a. Website – Brenda & Karla
    - i. Emails from Studio 7 for more specific information to fill any holes on the site
      1. Is the “community area” the only place for the explanation of interior design? Should we create a ‘What is Interior Design’ page?
        - a. Found that it would be important to have a thorough page coupled with journal articles or other links
        - b. Amy to find the answer(s) to “What is an Interior Designer?”
      2. How should we showcase our board members?
        - a. Example: Brenda S. treasurer@ndid.org
      3. Passwords: each person can make up his or her own personal password; if he or she cannot remember it, that member will be redirected to a page that will allow retrieval
      4. Membership Renewal Email: reminder to change password and make sure address/telephone/email didn't change
      5. Blog:
    - ii. Ignus is going to put us on a month-to-month payment schedule so we can cancel our services with them easily.
  - b. NDID Stationary - Adrienne
    - i. Studio 7 will be able to reorder stationary for us – however, the printing company we had previously has since gone out of business. Studio 7 is working on getting bids from different companies
      1. Brokeridge Printing was suggested for our printing
      2. Orderable quantities will be determined once the printer/a price is decided on
  - c. CEU's – Amy
    - i. December
      1. Dec. 3 Braaten Cabinets (lunch)
      2. Dec. 8 J&J Carpet
    - ii. January – Green month – 4 events
      1. Ann Ragan
      2. LEED Round Table for taking the test
      3. Rebecca from USGBC-ND
      4. Brian Crosby – carpet related

- iii. Showcase and rest of spring
  - 1. February: Melissa's NDID Round Table with Students
  - 2. Showcase April 13 @ Plains Art Museum
    - a. Ron Strand: Means of Egress
    - b. Jim Simson: ADA for Interiors
    - c. North Star Surfaces: Bamboo
    - d. Tentative Schedule
      - i. #1: 12:30-1:30
      - ii. #2: 1:45-2:45
      - iii. #3: 3-4
      - iv. Showcase at 4

- d. Newsletter – Amanda
  - i. Nothing to report
- e. NDSU/Students – Melissa
  - i. NDID Round Table with Students in February
- f. Outreach – Tabled until next meeting
- g. Treasury Report - Brenda
  - i. October began with: \$19,000.00
    - 1. Added Member dues: \$1225.00
    - 2. Subtracted Guest Speaker & Website
  - ii. October ended with: \$16,021.00
- h. Membership Report – Kayla / Amy
  - i. Update on numbers:
    - 1. 29 Professional
    - 2. 6 Allied
    - 3. 0 Associate
    - 4. 6 Industry
    - 5. 6 Student
- i. Committee Updates
  - i. Christmas Party – Jenna
    - 1. December 3 at Billiards (new one off of 32<sup>nd</sup> Ave. S.)
      - a. Food Packages: \$13.00 per person
      - b. Cash Bar
      - c. Budget Breakdown:
        - i. \$500-600 Food
        - ii. \$100 Room
        - iii. \$100-200 Décor/Prizes
      - d. RSVP by November 19 or 20 for numbers
  - ii. Construction -Tabled

4. ADJOURN