

# NDID GENERAL MEMBERSHIP

## Meeting Minutes

Date: Thursday, October 1, 2009

Location: Wingate Inn

### Discussion:

- I. Call to Order
  - a. Welcome
  - b. Introduction of Members & Executive Board
    - i. Thank you to outgoing Board members
    - ii. Thank you to current Board members
- II. "Catch Up" on what we were up to (powerpoint)
  - a. Meetings and discussions
    - i. At the June Board Meeting the consensus was to focus on member benefits through more CEU opportunities
  - b. Bylaw Changes from June and September Board Meetings
    - i. Student Membership
      1. Opening membership to sophomores:
        - a. To strengthen the connection to NDSU and the program
        - b. To give more time and opportunity for students to get involved in NDID of which will enhance the scholarship program that NDID has established
      - ii. Membership list is not used for non-NDID CEU opportunities
        1. This is just a formal statement put into the by-laws
      - iii. Construction chairs are appointed or elected
        1. A four-person team gives more opportunity for growth
- III. New Business
  - a. Website – Brenda, Aubree, and Karla
    - i. Evolution of the website...
      1. Currently: website has the newsletter, calendar, minutes, member directory, and homepage; anything we want to do to the website we have to send to a third party
        - a. Budget for our website is \$2000.00 per year and this money only covers maintenance; we can't add anything new without incurring a large fee
      2. Website Wishlist
        - a. Able to control the cost
        - b. Higher quality emails
        - c. Hits when NDID is searched on Google
        - d. Informational as far as our profession, what Interior Design is
        - e. Info/Resource Center for articles, other resources
        - f. Blogs
        - g. Maintain security and control
        - h. Easy maintenance – can update pages ourselves
        - i. Paypal for electronic membership dues
      3. Proposed Solution: Studio 7, located in Fargo; they have done our letterhead design

- a. We purchase web-based software from them that works from any computer; this comes with a training session but it is a simple program to use
- b. Website hosting with Studio 7
- c. We do all of our own maintenance/page updates
- d. Benefits:
  - i. Website pages are templates
  - ii. Search engines will find us easier
  - iii. Software never expires
  - iv. Studio 7 performs automatic updates
  - v. Host Fee (current): \$360.00/year  
Host Fee (Studio 7): \$120.00/year
  - vi. Initial Cost to purchase Software: \$5600.00
  - vii. After this year we would have freed up \$1800.00 per year that will not go to website maintenance
- 4. Motion: pay \$5600 to \$5900 this year to overhaul the website
  - a. \$2000 is already budgeted for the website
  - b. \$3600 to \$3900 would come from the general fund
    - i. General Fund holds approx. \$19,000.00
- 5. Discussion:
  - a. How old is Studio 7 and could they close their doors?
    - i. Studio 7 has been around for 7 years and they are growing
    - ii. If they go out of business, we just need to find a new host because Studio 7 doesn't own the software
  - b. Are there any extra fees?
    - i. Starting up Paypal – maybe; it needs to be looked into further
  - c. How soon will new website be up and running?
    - i. Would take 1-2 months
  - d. How will that timeline effect membership drive?
    - i. We can still fill out the application online and mail the member check to the treasurer
    - ii. Membership list won't be updated online until the switch is complete
- 6. Vote: Motion Approved
- b. Membership Drive – Kayla
  - i. Fill out form and mail check to Treasurer
  - ii. October is the cut-off, after that there is a \$10.00 late fee
- c. Announcements
  - i. Treasury: New fiscal year budget approved tentatively. Contact treasurer for committee funds allocated
  - ii. Secretary: Meeting minutes are available on website...please review and notify secretary of any revisions prior to next meeting
- d. Christmas Donation Proposals
  - i. What are we going to take on this year?
    - 1. Festival of Trees at Fraser: \$250 for the tree plus decorations
    - 2. Leftover monies go to Got No Milk Program
    - 3. Monica Hart & Jo Jensen volunteered to work on this
    - 4. \$750.00 is budgeted

- e. Christmas Party
    - i. Date: December 3, 2009
    - ii. Jenna Janshen & Diana Gould volunteered to head this up
    - iii. Budget is \$1200.00
  - f. Interior Showcase – Brenda
    - i. Date: April 13
    - ii. Plains Art Museum has been reserved
  - g. Continuing Education – Amy
    - i. Upcoming CEU's
      - 1. 10/15 at Roer's Development - Lunch with Anne Tripp from MDC Wallcoverings
      - 2. Wide variety of CEU's will be offered this year: presentations, webinars, and tours
      - 3. CEU's will occur more often; hopefully more than one per month. NDID website has an updated CEU schedule on the calendar.
  - h. STEP interest and deadline – Amanda Wolf
    - i. Any interest for a late fall or early winter STEP class?
    - ii. Anyone planning on taking the NCIDQ in the spring?
    - iii. At least 15 people means less money than driving to the cities
    - iv. Cost is based on the number of participants
- IV. Closing Note
- V. Speaker
- VI. Adjourn