

IASFAA Executive Council Meeting

August 17, 2023: 1 pm to 3 pm

Zoom: <https://boisestate.zoom.us/j/7152560950>

Meeting called to order at 1 p.m.

In Attendance: Kelley Christianson (President), Laura Hughes (Past-President), Yazmin Zalazar (Vice President), Kait Chase (Secretary-Treasurer), Sylvia Turley (Rep-at-Large)

Meeting adjourned at 2 pm

Wells Fargo Update	Aug 2: Sent additional documents	Insurance doc Conference payment: <a href="#">Waiting to hear back from Zenovia</a>
NASFAA State Update	<b>Due: August 25</b> –Website reboot –Conference Oct 2-3 in Boise	The 23-24 IASFAA Executive Council has begun the process of rebooting the organization after a pandemic-related hiatus. The <a href="#">IASFAA website</a> has been refreshed and planning for the annual conference is underway for October 2-3 in Boise. <a href="#">Kelley sending info for update.</a>
Website: Vendor Sponsorships	–Noted a page on the website that offered sponsorships for meals, snacks, or scholarships at the conference –Updated the page and kept the opportunities. Maybe someone would like to sponsor?	
EC Meeting Minutes	–Added Meeting Minutes to the website.	
Treasurer question	How to handle guest/comp'd conference registration?	Void invoice or mark as paid? <a href="#">Record payment and mark special, add notes.</a>
<a href="#">Conference Planning</a>	–Review Session Proposals –Placement of topics on the agenda –Vendor setup and tear	<a href="#">Keynote: Jeremiah Shinn, 30 mins good</a>

	down? -Conference check-in open	Discussed mock agenda. Rachel two sessions. Went over a mock schedule and made adjustments. Vendor/ inside or outside of room - inside and make arrangements if need to break down prior to end (during break). Laura suggested we have someone ready to check in guests at noon. 12-2 check in.
Conference Status	-10 Registrations (3 vendors, 1 presenter) -Next: Send another email to database with draft agenda	Email with draft agenda. Update website with things to do in Boise, link to Chamber
Pre-conference EC meeting	when?	Logistics, packets, transportation etc. Meet at 9am to kick off the conference.
Next IASFAA EC Meeting	September 14	

Conference theme

Silent auction proceeds to IASFAA (basket from each institution). Bidding stop @  
Decided on silent auction.

Send next registration email around August 28th (after school starts for most of us).