

## **NJ ASID Meeting Minutes**

**June 18, 2018**

**4:00 pm - 6:00 pm**

### **Location:**

**ZOOM**

The President called the meeting to order: 4:03 pm

**Roll Call:** Joan, Elliot, Anna Maria, Celeste, Katie, Bruce, Sandy, Val, Holly Administrator, Tara Pazinski

Discussed Chapter budget and committee budget reports needed by committees for each event to date.  
Discussed Eventbrite access for Directors

Motion to approve May Minutes roll call was made, seconded and approved.

### **President's Report:**

#### **Financial Report:**

- Chapter in a financial shortfall, but will be receiving a large check from National as well as a check this week from a sponsor for money owed and trade show is coming up and exhibitors are already sending in contracts/payments for booths and tables.
- Q&A regarding budget reports P&L, Budget Vs. Actual, addition of line items
- Discussed trade show- how much was earned last year and where financials are so far and what PE needs to bring in as far as sponsors and booth sales

### **Directors Reports:**

#### **At-Large:**

- Community Service - New Hope Behavioral project, next few weeks to send another letter reaching out to IPs for donations, completed event "A Night to Shine" will be in new issue of Blueprint
- DEA: Vote on new online competition company for next year at next BOD meeting, suggestions for changes for next year to be put in Dropbox

#### **President-Elect:**

- Trade show - Discussed price to offer celebrity designer, Ghislaine Vinas, to be keynote speaker, Blackman signed on as sponsor at the Platinum level (\$10K), Still talking to DesignNJ
- Strategic planning - contracted with planning services company, not to pay until after 1st meeting - there are two meetings. Invited board members to attend strategic plan meetings
- Met with Professional Development Director and Membership Director to plan events for next year

#### **Professional Development:**

- Programs: July 12th Midsummer Soiree (Pick Your Booth), discussed using same prices as last year, President acquiring sponsors for the event, invitations should be completed tomorrow.

Communication:

- Newsletter - Blueprint Magazine - Aspire and ASID NJ 2-Year agreement includes September (trade show), almost time to be renegotiated soon (the Board), Administrator will look for former contract for reference, suggested that Steve Mandell (Aspire) come to the Board to present
- Q2 issue coming out, committee still in need of volunteers

Marketing:

- Design Experience - Currently, (5) Consumer sign up's, and (8) Designers, discussed how to attract more to sign up, IP's promote it to customers and in return gain a potential customer
- Administrator to add Design Experience banner on the website

SRB:

- SRB reached out to fellow students to volunteer at trade show sent out messages, thought a good incentive would be to give a free ticket to the cocktail party, (no free drink ticket), it is about a \$60 value

Membership:

- Career Day - October 20th, 2018 - Location: Brookdale Community College
- Discussed need for new Chairs for IP Steering

New Business:

- Status of Slate: Parliamentarian has all the people ready to go, waiting for paperwork, to hear back from National about some issues. One is not able to come to DC
- Discussed retainment of CPA to clean up the budget - 3rd party opinion by our CPA, suggest to complete finance review with each of Director's committee's respective sections and then revisit CPA review. Directors to respond to Finance Director and President.
- Strategic Plan meeting dates to be determined
- ASID satellite office at Communications Director's new location in Greenbrook on Rt. 22, rent-free meeting room and storage space
- Storage unit volunteers to close out Franklin Lakes, need volunteers, Membership Director and At-Large volunteered to help in July, Administrator to secure a new location in the Freehold area with a larger, climate-controlled unit

Next board meeting: Thursday, July 26th via ZOOM at 4:00 pm

Adjournment: 6:10 pm Motion to adjourn was made, seconded and approved