

**NJ ASID Meeting Minutes**  
**August 28, 2018**  
**4:30 PM - 8:00 PM**

**Location:**  
**Window Treats, Red Bank**

The President called the meeting to order at 4:48 pm

Roll Call

Members participating: Joan Ravasy, Valerie Mangan, Elliot Laniado, Katie Holt, Bruce Heyman (via Zoom), Holly George, Anna Maria Mannarino and Linda Wagner (incoming PE) and Procedures Guest: Mary Sferra

Chapter Administrator: Tara Pazinski

President's Report

- Motion to approve minutes for July, 2018 was made, seconded, and approved.
- Welcome Procedures Committee

Explanation of the role of the Procedures committee: Better understand roles, review ASID documents and relate to Procedures, interpret guidelines to meet chapter needs, help Board overcome obstacles, continuity in leadership, advise & correct leadership when policy not followed.

Parliamentarian - Representative for Procedures committee to the board - keep meetings on task, assistance to chapter President, Board and Administrator.

Financial Report

- Revenue coming in steadily due to the trade show

**Director Reports:**

Parliamentarian

- Listed and discussed numerous issues and things done or late this year

President-Elect

- Trade show - Lowering prices fo LSC & caterer helped
- Propose trade show be a whole year planning process
- Honor sponsors - revolving process of having something to give them
- Kitchen Elite - offer them a free table top for trade show since they sponsored DEA Gala and weren't able to attend due to a family emergency
- Budget: Went through target numbers for the item #'s for the next FY (\$8k now 4k from Aspire, legislative hasn't had someone to fill out the form, Bring Tech Talks back and have a student be the moderator to bring in money,, Trade Show Booth sales \$78K to date)
- Motion to approve the Budget with adjustments was made, seconded & approved all voted and approved

At-Large

- DEA Contracts, lot of positive feedback for new anticipated company
- Committee Report quiet now

Professional Development

- Director absent

Communications

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- Aspire restructured the deal, decision made to stay with Aspire
- Turn trade show journal to trade show directory for 2019.

### Membership

- Student Affairs - Working on Student Career Day, Oct. 20, 2018
- Letter to new members

### SRB

- Volunteers from Kean University, need to send in resumes

### New Business:

- Discuss combining EP's with Student Affairs Committees
- Discussed creating printed ASID NJ Directory & whether just IP / not designers.
- Discussed DEA Budget 2019 & whether DEA should continue annually
- Set Price for video IP eBlasts - to be revisited
- Posting Minutes on Website - New Info from National - NO MINUTES on the website from now on
- Next Board Meeting: Wednesday, September 26, 4:30 pm (Final Board Meeting of FY 2018), located and hosted by Metropolitan Window Fashions - New Location: 270 Route 22 West, Green Brook, dinner/wine September 26th at 4:30

### Adjournment

Motion to adjourn meeting at 8:01 pm was made, seconded, and approved.

Next Board Meeting: Sept. 26th @ 4:30 pm