

IIDA November Board Minutes – 11.05.09

Attendance:

Stephanie Hosier
Jay Reyhons
Alissa Lemke
Leigh Wiand

Caitlin Ward
Jennele Svoboda
Sara Mills-Ryan
Michelle Blunk

Nicole Boesen
Abby Scott
Jamie Eckmann
Jacky Raymond

- Discussion was heard to resend October Board Minutes and vote to approve them at the December board meeting.
- Jay Reyhons reviewed profit loss information.
 - Jay will be reviewing the investment plan next month.
 - 2010 budget request forms have been sent out:
 - Please return detailed forms by November 19th.
 - The board will be approving at the December board meeting.
 - VP's to contact city centers for input when putting together budgets.
 - 2009 budgets as well as YTD were sent out with the 2010 budget request forms to use as a reference.
 - Please remember that money allocated for 2009 and not used will not carry over.
 - Jay mentioned that one check bounced from the Cruise for a Cause event.
 - Jay inquired how to handle this situation in the future.
 - Discussion was heard that this was a rare instance and if it becomes recurring to request the patron pay the \$7 fee.
- Stephanie Hosier spoke on Kathy Stavneak's behalf regarding GRA:
 - IBC Architect's and Engineer's proposal has been withdrawn.
 - Nebraska is not pursuing legislation this year.
- Jennele Svoboda is researching the Chapter's email update options:
 - The best economical options do not include online payment options.
 - Jennele suggested this option for everyday use and to use the more expensive option with the online payment option on an as needed basis (e.g Design Montage, Cruise for a Cause, etc).
 - Leigh Wiand mentioned that other IIDA Chapter Board members have seen increased attendance when they charged for events.
 - Their members are seeing the value behind the event if they are paying for it.
 - These Chapters are in Minneapolis and Chicago.
 - The Chicago Chapter uses Cvent.
 - Eastern Iowa mentioned they use Evite more for it's RSVP function more then the online payment function.

- Members get two events free and then the city center requests payment.
 - Jennele mentioned IContact seems to be the front running choice but will follow up her remaining research and come to a conclusion by the 2010 budget deadline of November 19th.
- Stephanie spoke to the webmaster in regards to making prompt changes and updates to the Chapter's website.
 - Changes should be made this week and more promptly in the future.
- Stephanie requested that any name suggestions for the most current target list need to be forwarded to Leigh before the December board meeting.
 - Stephanie mentioned that the IIDA Headquarters is currently running a stimulus campaign to promote membership:
 - Existing members who get five new members to join get two free tickets to their Chapter's signature event (e.g Design Montage) and the new member pays no application fee.
 - Discussion was heard that the incentive didn't seem up to par and that the Chapter should come up with additional incentives to add on to the stimulus campaign.
- Nicole Boesen reviewed by laws and changes made to the by laws:
 - Voting in president and president elect currently has no time line.
 - Nicole inquired as to a time line when the nominating committee needed to be put together.
 - Discussion was heard in regards to the board needing to be elected by the end of May in turn being approved by May board meeting. Therefore the nominating committee needing to be put together no later than the March board meeting.
 - Abby Scott motioned to approve the by laws as revised. Leigh seconded. All approved.
- Stephanie reviewed the policies and procedures.
 - Leigh motioned to approve the policies and procedures. Nicole seconded. All approved.
- Stephanie revisits previous discussions regarding an attendance drawing to increase event attendance.
 - Nicole suggests to begin the raffle January 1st and draw the winning names at the holiday party.
 - Students have a separate drawing.
 - Stephanie mentioned the importance of passing along raffle information to the next board committee given the raffle will be split between two board years.
 - Each city center will hold their own raffle.

- Prize budget to be included in 2010 budget.
 - Discussion was heard in regards to raffle prize:
 - Free membership: three free memberships for three city centers seems too expensive and would be badly timed if given at the holiday party.
 - \$100-\$200 gift card would be a great prize at the holiday party.
 - Suggestion was heard for each city center to allocate \$200 in their budget and to decide on a prize in the future.
- Stephanie mentioned the CLC and the Board winter retreat:
 - Jennele volunteered and was approved to attend the retreat with Stephanie and Jay.
 - Stephanie mentioned the Board winter retreat will be held either February 5th, 19th, or 26th. Please email availability and times that will and will not work as soon as possible.
- Jay mentioned Design Montage will be Friday, April 9th, 2010 at the Science Center.
 - Jay mentioned date was chosen due to commitments scheduled by the Science Center, VEISHEA, and the Drake Relays. This is the first day of testing for the Spring NCIDQ exam.
 - Jay mentioned he does have a list of volunteers signed up but if anyone is still interested to please contact him. Jacky Raymond will be heading up the solicitations committee again.
- Abby mentioned donating money from the Cruise for a Cause event:
 - Total profit made is \$10,007.
 - Abby mentioned she would like to donate \$3500 to the League of Human Dignity and \$1500 to IDCN.
 - Stephanie mentioned there is still \$5000 in the budget for future donations to IDCN and to hold off on using the Cruise for a Cause profit.
 - Jay motioned to donate \$3500 to the League of Dignity. Nicole seconded. All approved.
- Abby mentioned the Design Alliance Omaha approached IIDA to help seek out speakers.
 - ASID is not an official sponsor but IIDA is because we donated last year.
 - The Design Alliance Omaha has had great speakers in the past.
 - Last year was a huge success. A broad range of designers are represented throughout the year.
 - It would be a great opportunity for IIDA to become more involved and bring in some great Interior Design speakers.
 - Jay suggested Cheryl Durst.
 - Jay moves to sponsor \$1200 to Design Alliance Omaha. Alissa Seconds. All approved.

- Abby inquired as to if the Chapter would consider sending out a survey to members through Survey Monkey.
 - Some city centers have done surveys in the past. Plans to try again are in the future.
 - Discussion was heard in regards to if the survey should be done by chapter or by city center.

- Stephanie mentioned she is planning on attending various events across the city centers.
 - November 18th she and Leigh will be attending a membership event in Eastern Iowa.
 - Please let Stephanie know if there are specific events you would like her to attend.

- Stephanie mentioned that the IIDA Headquarters campaign “Design for the Future” ends December 1st.
 - Please publicize campaign at each chapter event.

- Discussion was heard in regards to the 2009 Holiday Party being scheduled for December 3rd at 4PM.
 - This is planned at the same time as the December board meeting.
 - Discussion was heard to move the December board meeting to December 10th at 4PM.