

Members Present:

1. Call to order –President Kristi Ventzke
 - a. Attendance
 - i. Kristi Ventzke, Sara Kapp, Katrina Strasner, Jessica McKay, Kathryn Roemmich, Brooke Biederstedt

2. Secretary’s Report –
 - a. Review and approve previous meeting minutes (9.15.2023)
 - i. Motion: Kathryn Roemmich
 - ii. Second: Sarah Kapp
 - iii. Discussion: None
 - iv. Motion: Approved

3. Treasurer’s Report – Jessica McKay
 - a. IRS status: 501(c) update
 - i. Brady Martz quoted approximately an additional \$1600
 1. 1023 Paperwork has been filed this morning, now we are awaiting a response from the IRS
 - ii. Payments made to date versus overall quoted cost update?
 1. Brady Martz payment will be included under nonprofit status fee
 - a. Actual paid out: \$2875 in 2023 Actual with notation of date approved
 - b. Budget: \$3125-2024 Budget
 - i. This will be noted under nonprofit status fee, which will include an additional \$15 from standard nonprofit fee

4. Budget for 2024 Conference
 - a. Needs approval
 - i. Motion: Sara Kapp
 - ii. Second: Jessica McKay
 - iii. Discussion: None
 - iv. Motion: Approved
 - b. Review approved increases:
 - i. Increase Exhibitor Hall Cost to \$200
 - ii. Increase Conference Registration Fees to:
 1. Early \$225
 2. Registration \$235
 3. Preconference single day \$95
 4. Friday single day \$95
 5. Full Days \$120



5. Social Media

a. Roles

- i. Brooke invited Sarah DeYonge-Marketing and Communication from Nexus-PATH to join conference committee. She accepted and will be joining and managing website.

b. Facebook Admin

- i. Sarah DeYonge will be included on this, Kat will be removing access to individuals

c. CEU request via messenger

- i. Conversation with how we respond to messages on social media, including website.

6. Board Members

- a. Kristi Ventzke, President
- b. Brooke Biederstedt, President Elect
- c. Jessica McKay, Treasurer
- d. Kat Roemmich, Parent Representative
- e. Christine Litzinger, Director at Large
- f. Emily Althoff, Director at Large
- g. Sara Kapp, Director at Large
- h. Kristin Wentz, Director at Large
- i. Katrina Strasner, Director at Large
- j. Diana Weber, Ex Officio
- k. Open board of director positions – 4
- l. Open officer positions
 - i. Past president
 - ii. Secretary

7. 2024 Conference

- a. Conference Committee Co-Chair: Kristi/Sara
- b. Standards Committee Chair: Brooke, President Elect
- c. Nominating Committee Chair:
- d. Membership Committee Chair:
- e. Public Relations Committee Chair:

8. Additional Business

9. Adjourn

- i. Motion: Kathryn Roemmich
- ii. Second: Sarah Kapp

MISSION OF THE NDFBSA

Believing that all families have inherent strengths and can best be served in their own environment, the North Dakota Family Based Services Association is committed to investing in the preservation and affirmation of families through: Advocating the development and expansion of family based services; Promoting a family-based philosophy throughout North Dakota and Providing forums for education, networking, policy development and support.



NDFBSA Board & Committee Meeting Schedule (3rd Friday of the month). All meetings are TEAMS meetings unless other specified

- Board Retreat TBD in June
- July 21st Conference Committee mtg 10-2
- August 18th Conference Committee mtg 10-12/board mtg 12-2
- September 15th Conference Committee mtg 10-2
- October 20th Conference Committee mtg 10-12/board mtg 12-2
- November 17th Conference Committee mtg 10-2
- December 15th Conference Committee mtg 10-12/board mtg 12-2
- January 19th Conference Committee mtg 10-2
- February 16th Conference Committee mtg 10-12/board mtg 12-2
- March: in-person Conference Committee mtg in Fargo at Holiday Inn to finalize everything date TBD
- April 9th-12th Conference Week

Future NDFBSA Conference Dates:

- March 31st to April 6th, 2025 – contract signed with Holiday Inn
- March 23rd to March 27th, 2026 – date held with Holiday Inn
- March 29th to April 2nd, 2027 – date held with Holiday Inn
- March 27th to March 31st, 2028 - date held with Holiday Inn
- April 9th to April 13th, 2029 – date held with Holiday Inn
- April 1st to April 5th, 2030 – date held with Holiday Inn

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