**Attendees:** Kristi Fuller, Amy Gaffney, Kathie Aswegan,  Shelly Brimeyer, Heather Gaumer, Sarah Harrington, Bev Hickman, Mary Jacobsen, Joan Meyer, Debbie Murphy, Chad Olson, Brittany Peterson, Cindi Reints, Mary Jo Smith, Rob Smith, Karen Snyder, Brandi Stone-Miller, Molly Weber

**Reviewed conference program booklet**

NASFAA Training-All good to go. 2 presenters and they have materials

Registration: Debbie, Shelly, and Kathie (set up Wednesday morning). Mary Jo will help out as needed as well.

Hotel will have pre-conference area set up.

Newcomer luncheon-Mary and Joan presentation

**Wednesday:**

Welcome-Heather Gaumer

Introduce Newcomers-Julie Haack/Jennifer Schroeder

Introduction of Conference Charity-Sara. Amy will introduce fundraiser.

Newcomers will not sit with mentors at dinner on Wednesday.

Aaron Davis general session speaker is all set.

Paula Luff is not able to attend conference.

Amy will do MASFAA update and awards.

Jeopardy is ready to go for Wednesday evening.

**Thursday:**

Walk-6:15am lead by Rob Smith

Breakfast at 7:30-8:30am and attendees will be assigned to tables.

Attendees will be assigned based on card suit that is on their name tag. Kristi will need some help directing attendees to seats.

Speed Dialoging Tables session is all set.

Awards Luncheon-Mary Jo has everything she needs-we are good to go.

Tax Session-Tax Experts have their questions.

Thursday evening activities is all set. People can just show up even if they didn’t pre-register to ride shuttle. We have 32 who signed up in advance.

**Friday:**

Walk

Breakfast buffet

Business meeting

Amy now has new co-presenter since Paula Luff is unable to attend.

Julie Leeper is no longer able to attend the conference. Todd will present in her place.

Box lunches will be available to take on the road home.

Decorations are complete.

118 registered

We have enough jars for our charity and we have hearts, clubs, diamond, and spades to decorate jar with. Shelly has four pickle jars and will bring all four.

For fun we will have four leaders to represent each card suit for the charity.

We will need people Wednesday morning at 8:30 to help decorate before NASFAA training.

**New Business:**

Registration for spring conference will stay open for late registrations.