**Minutes**

**3/8/13**

**Attendees**: Kristi Fuller, Kathie Aswegan, Shelly Brimeyer, Chris Ditter, Heather Gaumer, Sara Harrington, Mary Jacobsen, Debbie Murphy, Chad Olson, Cindi Reints, Karen Snyder, and Brandi Stone-Miller

There are 66 registered for the conference as of this morning with 8 being newcomers.  We have 26 registered for VIRT. We are hoping for 100 attendees.

Hotel deadline is next week.

There were no questions or concerns over Conference Agenda.

The Program booklet is almost done. Kristi will get to Tara by next week.

Kristi asked if the R2T4 Session was in need of a moderator.   Sara will check with panel and get back to Kristi.

We discussed whether to continue giving conference presenters a certificate or moving towards Thank you notes.  Currently presenters get one certificate per conference no matter how many sessions they present.  Chard presented at ACT and received a really nice thank you rather than the certificate. Chad got the thank you when he checked in. We will do thank you notes for this conference. Heather (President of IASFAA) will sign them. Kristi will get thank you notes to Heather prior to registration.

**Charity: Silent Auction**

Aaron Steffens offered to do a live auction. Kristi thought maybe we could do a couple items live and the rest silent.  Other agreed.  We will decide which items to do live once we get a list of items donated.  Debbie has someone donating an Arnold Palmer basket.  Stoney Creek has agreed to donate a one night stay at their hotel.

Conference scholarship application and nomination for New Professional Award are on the IASFAA website. Please get the word out around your offices to apply or nominate.

Kristi will have to leave right after the Jamie Malone general session on Thursday to attend her son’s honors concert.

Decorations are good to go.

Hotel has a shuttle from airport. Exhibitors Relations will provide Exhibitors with information regarding shuttle and shipping of materials. Chad will check with hotel to see when Exhibitors can begin shipping materials to the hotel.  We currently have 9 exhibitors.

Next meeting will be March 22 at 9am.