

## MEMORANDUM

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<b>FROM:</b>			
Melissa Fahy	359-1596		<a href="mailto:sdaep@yahoo.com">sdaep@yahoo.com</a>

### SDAEP Board Meeting Conference Call August 24,2017 Meeting Minutes

**Called to order** at 10:37 am CT by President Bakeberg. Board members present were Bob Miller, Gary Haag, Alan Bakeberg, Melissa Fahy, and Stevie Holmes. Carolyn Trautman was also present.

#### **Review/Approve Minutes from previous meeting:**

A motion was made by Bob Miller to approve the minutes from the July 20<sup>th</sup> board meeting. Second by Stevie Holmes. Motion passed.

#### **Financial Report:**

Linda Watts was absent, therefore, there was no financial report. The Board did receive a "Thank You" note from Regan Wess for a scholarship award.

#### **2018--8 Hour and 40 Hour Planning:**

Carolyn sent a DRAFT RFP to the Board for review. The Board made some corrections with regards to facility and food. The final RFP with corrections will be emailed out to Shawn Burress, Nathan Barton, and Tony Drovdal. Responses are due by September 7, 2017.

Dates for the 8 Hour and 40 Hour courses are now final. The courses will be held as follows:

Sioux Falls 40 Hour & 8 Hour – February 19-22, 2017 at the Ramkota

Lead 8 Hour – March 1, 2017 (with March 8, 2017 as back-up date) at Sanford Outreach Center in Lead

Rapid City/Ellsworth 8 Hour – March 2, 2017 at Ellsworth AFB

Pierre 8 Hour – March 26, 2017 at Ramkota

Bob Miller will be in contact with John Scheetz at Sanford about instructors, if they want to stick with Shawn or if they would be ok with a different instructor.

#### **NAEP Affiliate Chapter Interest:**

Discussion continued on SDAEP joining NAEP. Melissa Fahy would check with Mitch Kannenberg on whether he is a member of the NAEP and get his thoughts on SDAEP becoming an affiliate chapter. Alan Bakeberg will check with Chery Kandaras and Mary Kenner on SDAEP joining NAEP. This would be a great growth opportunity; however, SDAEP does not want to lose its identity as an individual group.

#### **Newsletter update:**

Carolyn indicated the newsletter is still in progress. Because this will be her last one, she would like to include a discussion on her resignation and Melissa hired as the new Association Manager for SDAEP. She hopes to have it sent out before the end of the month.

**Other Business:**

Bob Miller made a motion with “intent to hire” Melissa Fahy as the new association manager for SDAEP starting September 1, 2017. The motion was seconded by Gary Haag. A contract will be prepared and sent to the Board for approval. Motion was passed.

**Next Meeting:**

Next Board Meeting will be on September 21, 2017 at 10:30 CST.

A motion was made by Gary Haag to adjourn the meeting, with a second by Bob Miller. Motion passed.

Submitted by,  
Melissa Fahy  
SDAEP Association Manager