**KDASC Meeting Minutes - File Swap 4/16/23**

1. **Call to Order at 1:16 p.m.**
2. **Roll Call**
   1. Emily Elsberd-absent
   2. Sydney Reitmeier- here
   3. Brogan Hennessy-here
   4. Izzy Reed- here
   5. Emily Milburn- here
   6. Raeanna Boyer-here
   7. Tierney Moran-here
   8. Eli Kennel-here
   9. Maia Gutierrez-here
   10. Zavh Dahman-absent
   11. Hayden Lewis-here
   12. Katelynn Graham-here
   13. Zoey Reichbach-here
   14. Brianna Reese-here
3. **Approval of the Minutes**
   1. The minutes were read and approved.
      1. Approved: Hayden Lewis
      2. Second: Maia Gutierrez
4. **Officer Reports**
   1. President: Emily Elsbernd
      1. Nothing was sent on her behalf
   2. Vice President: Brogan Hennesy
      1. Nothing to report
   3. Secretary: Sydney Reitmeier
      1. Coordinate file swap
      2. Made sure the checkbook was transferred. She talked with Raeanna, Tierney and their advisors regarding when and where to meet for the checkbook transfer.
      3. Sent out emails about the vacant advisor at large position and sent out an email to obtain photos for our website.
      4. Collected everything for the LAD to be sent out. This includes emailing Brogan to obtain the District Evaluation Form, receiving the online copy of the member school certificates, sending off all of the minutes, making a KDASC article, obtaining a certificate of completion for a service project, ad inviting Monticello and Bement High School to join the KDASC. If any of you would like to see these emails that were sent out please let her know.
      5. Lastly, I sent all of the minutes to the IASC President, Secretary, and public relations director
         1. Approval: Maia Guteirrez
         2. Second: Brogan Hennesy
   4. Treasurer: Raeanna Boyer
      1. Deposits, Withdrawals, and Checks written this year
         1. 8/03/22 deposit/credit for $790.00
         2. 11/17/22 check given to Unity High School for Fall Retreat for $1,664.53
         3. 11/18/22 deposit/credit for $1,377.00
         4. 1/12/23 check given to St. Joseph Ogden for $1,602.78
         5. 1/12/23 check given to St. Joseph Ogden for $253.14
         6. 2/16/23 check given to Shiloh ?? on how much
         7. 3/31/23 deposit/credit for $300.00
         8. 3/31/23 deposit/credit for $970.00
         9. 3/31/23 deposit/credit for $288.00
         10. 3/31/23 deposit/credit for $560.00
         11. 3/31/23 deposit/credit for $297.00
             1. Approved: Brianna Reese
             2. Second: Katelynn Graham
   5. Historian: Eli Kennel
      1. Poster was shown at District Convention
         1. Approved: Izzy Reed
         2. Second: Brogan Hennesy
   6. Virtual Historian: Emily Milburn
      1. Nothing to report
   7. State Liaison: Katelynn Graham
      1. Nothing to report
   8. Webmaster: Zachary Dahman
      1. Nothing was submitted on his behalf
   9. Convention Secretary: Zoey Reichenbach
      1. Nothing to report
5. **Thank you to Rantoul for hosting the District Convention!**
6. **New Business**
   1. State Convention
      1. Maia and Emily will not be at the State Convention.
   2. Over the summer District Meeting
      1. Hosted by St. Joseph Ogden on August 2, 2023 at 11:00 a.m.
         1. Approved: Reanna Boyer
         2. Second: Brianna Reese
   3. District Event Dates and Charities 2023-2024
      1. Fall Picnic- Saturday September 9, 2023
         1. Charity: Eastern Illinois Foodbank
            1. Approved: Raenna Boyer
            2. Second:Hayden Lewis
      2. Halloween Dance- Tuesday October 26, 2023
         1. Charity: Crysis Nursery
            1. Approved: Raenna Boyer
            2. Second: Tierney Moran
      3. Fall Retreat- Wednesday, November 15, 2023
         1. Charity: Salt and Light
            1. Approved: Brianna Reese
            2. Second: Hayden Lewis
      4. Winter Retreat- Thursday, January 18, 2024
         1. Charity: Camp New Hope
            1. Approved: Hayden Lewis
            2. Second: Tierney Moran
      5. Hospitality Night- Thursday, February 15, 2024
         1. Carity: Cunningham Children's Home
            1. Approved: Brianna Reese
            2. Second Hayden Lewis
      6. District Convention- Saturday March 23, 2024
         1. Charity: Project Linus
            1. Approved: Brianna Reese
            2. Second: Hayden Lewis
   4. Host School Google Form
      1. Please respond to the Google form that will be sent out regarding interest in hosting a KDASC District Event. Please submit your responses by May 2, 2023.
   5. Reimbursements
      1. Please get in contact with Sydney and or Tierney if you need to be reimbursed.
   6. Officer Absents
      1. 3 total absences before District Convention, then make the position vacant
         1. Approved: Reanna Boyer
         2. Second: Brianna Reese
   7. Letter from Mary Balagna was read to the board.
   8. KDASC Google Drive
      1. Make sure it was shared with everyone.
      2. File Officer Reports once typed/ presented.
      3. Please put any images you have of the district events in the “photos” folder.
   9. KDASC Constitution
      1. Please be familiar with this for future meetings.
      2. Explain the rules of absence.
      3. Establish the number of absences before naming a substitute for the vacancy.
   10. Advisor-at-Large
       1. This position was filled by the Executive Board President’s Advisor ( Mr. Kieffer)
   11. KDASC Executive Officer reports and ways to exceed
       1. Vice President:
          1. Please have a newsletter printed for everyone that is attending the event. not just heard members. If you won't be in attendance, please send the newsletter with someone attending from your school, your named substitute for that meeting, or email them to me and I will have them printed and delivered to the meeting.
          2. Newsletter- determined by KDASC when those are distributed
             1. Ideas: School Spotlight, Council Member Spotlight, Advisor Spotlight, Charity Spotlight
       2. Secretary
          1. Please have the minutes typed up 2 weeks before the next meeting(If Possible) and at every meeting. Please have enough minutes printed out for everyone and their Advisors (this includes Co-Advisors). If you are absent, Please send the minutes with someone else from your school that is in attending the event, your named substitute for that meeting, or email them to All Executive Board Members and their Advisors, or send them to me and I can havre those printed out. Make sure to work with Hayden to make sure the minutes are on the website before the meeting prior. Directory: Please have a directory of all Executive Board Members.
       3. Treasurer
          1. Every meeting,please have a printed report for all the exec board members. This includes all deposits, withdrawals, and a total balance. If you are absent, please send this with your named substitute, or email it to me and I will have it printed.
       4. State Liason
          1. Please have all reports/minutes that the IASC has given you in forward to me as soon as possible. print out and distribute for all exact board members and their advisors. If you are absent please send those to me and I will have them printed. Please be reaching out to the IASC: they are supposed to send the districts minutes of each meeting. The IASC Membership Director will be coordinating with districts for updates.
       5. Historian
          1. Please have a recap of the past district events (excluding exect board meetings details…those are presented by the recording secretary.)
   12. Questions
       1. No further questions were asked
7. **Adjournment**
   1. Approved: Zoey Reichenbach
   2. Second: Hayden Lewis