

NAPT Executive Board Meeting

Conference Call

Sunday, January 9th, 2022

Present: Lindsay Cizek-Cribb (Chairperson), Amanda (Mandy) Chase (President), Adelle Casavant (Vice-President), Diane Halvorson (Treasurer/ND BOP Liaison), Lillie Lambert (Member-at-Large)

Absent: Amanda Olauson (Secretary), Patience Buck (Member-at-Large), Mike Schwab (NDPhA Liaison), Danika Johnson (NCTC Liaison), Melissa Krava (NDSCS Liaison)

Meeting called to order by Lindsay Cizek-Cribb at 7:03pm. Due to the absence of the secretary, Lindsay Cizek-Cribb volunteered to take the minutes.

1. Awards: Mandy Chase stated that a couple of nominations have come in so far. Mass email and Facebook communications have been completed to help drive more nominations. Mandy Chase will be asking for another mass email communication as the deadline is drawing near. Mandy Chase will work with Jesse at NDPhA to make sure all incoming nominations are sent to both Chairperson and President as a way to ensure back up coverage.
2. Scholarship: Mandy Chase reported that she has sent the information to Melissa Krava at NDSCS and Danika Johnson at NCTC. No applications as of yet but the timing officially opens up on January 15th. Mandy Chase will send a reminder email to both within the next week.
3. NDPhA Meeting; Mandy Chase reported the exact meeting date and time for the next meeting is unknown but will be at the annual NDPhA Convention in March 2022.
4. Open Board Positions: Mandy Chase reported that she has reached out to current board members regarding their interest in open positions and has also received good interested from our general members as well. Right now Mandy Chase is in the vetting stage and working with each individual on the job descriptions and the level of commitment and dedication expected. Once she has confirmed interested parties, she will obtain the information necessary for the ballots that will go into the next Nodak publication.
5. Nodak Journal: Lindsay Cizek-Cribb reported articles are due January 24th. Lindsay Cizek-Cribb and Mandy Chase will collaborate on article submission as this article will include ballot info.
6. ND BOP Advisory Meeting: Lindsay Cizek-Cribb reported the meeting will be held on January 12th and attended by Lindsay Cizek-Cribb, Mandy Chase, and Adelle Casavant. Along with the agenda topics provided by ND BOP, Lindsay Cizek-Cribb, Mandy Chase, and Adelle Casavant met prior to this meeting to collaborate on the remaining agenda items developed by the NAPT board at our last meeting. Full report of meeting will be delivered by Lindsay Cizek-Cribb at the February meeting.
7. Facebook: Adelle Casavant stated recent posts included the newest Nodak publication, NAPT award nominations, and the January mailer with the most post reaches being tied to the post about award nominations.
8. School visit: Adelle Casavant stated she has connected with Danika Johnson at NCTC and Melissa Krava at NDSDS and has confirmed dates. NCTC will be February 28th and NDSCS will be March 29th. Adelle Casavant to follow up with Amanda Olauson finalizing the PPT (is pending transition and animation completion).
9. January mailer: Adelle Casavant reported that this has been completed with the assistance of Diane Halvorson. The mailer went out a little earlier than anticipated but everyone confirmed that they did receive it. It was noted that reviewing the mailer in person confirmed the layout change was positive and overall the mailer content represented NAPT well.
10. Guideline book: Diane Halvorson reported all necessary updates and changes have been completed and this was sent out to the board members in PDF format today. Diane Halvorson will ensure the original document is on both the treasurer and secretary computer.
11. Fall conference: Diane Halvorson reported the NAPT Annual Fall Conference 2022 will be held in Bismarck on September 23 and 24, 2022 at the Ramada. Currently in pre-planning phase with no major updates to report.
12. Diane Halvorson asked if Lindsay Cizek-Cribb had been in contact with the NDPhA Convention planning committee to ensure we have the appropriate tools available to successfully run our executive and general membership meetings. Lindsay Cizek-Cribb will reach out to NDPhA.
13. Amanda Chase reported that she will work with Amanda Olauson on obtaining the secretary computer and recorder before the March meeting as Amanda Olauson has provided appropriate notice that she will be unable to attend that meeting. After brief discussion about minute taking for both the executive and general membership meetings in March, Lillie Lambert volunteered to take those minutes.
14. Lindsay Cizek-Cribb stated the next NAPT Executive Board meeting is on February 13th, 2022 at 9:00am at Thrifty White in Fargo, ND.
15. Lindsay Cizek-Cribb closed the meeting at 7:24pm.

Meeting minutes prepared by Lindsay Cizek-Cribb, Chairperson.