

Secretary Report
NeASFAA Association Business Meeting
March, 2021
Sarah Standley

Minutes were taken at all the Board of Directors meetings and last year's Association Business meeting, and they were uploaded into the dropbox.

I reassigned Dropbox folder permissions when the new BoD came along in March 2020.

I was on a taskforce to meet with various vendors to evaluate options for a new storage system since we are reaching our Dropbox capacity. I assisted with the final research components to solidify Microsoft Business Basic as the best choice for NeASFAA's storage solution. This product will allow us to create NeASFAA email addresses, it has more storage than we would ever need, and it will provide us a platform to host virtual board meetings via Microsoft Teams. As an added bonus, it is incredibly cost-effective. After we settled on Microsoft Business Basic, I also moved all Dropbox documents to SharePoint so we can do further testing to see if this will be the appropriate location for our NeASFAA documents moving forward.

Respectfully submitted,
Sarah Standley