

VASF~~A~~A Spring Executive Board Meeting
April 26, 2009
Hotel Roanoke and Convention Center

Call to Order:

The Executive Board meeting was called to order by President Brenda Burke at 12:55 p.m. on Sunday, April 26, 2009, at Hotel Roanoke and Convention Center in Roanoke, Virginia.

Quorum:

A quorum was established with the following members present: Brenda Burke (BB), Pat Kelly (PK), Keith Wellings (KW), Melissa Barnes (MB), Sheila Nelson-Hensley (SNH), Heather Hollandsworth (HH), Bill Wendle (BW) Paula Rafferty (PR), and Vera Riddick (VR).

Review of Agenda:

The agenda was presented by President BB and approved.

President BB's report:

(See detailed report on the VASF~~A~~A website)

- Attended the SASF~~A~~A Board meeting
- Attended the SASF~~A~~A annual conference that was held in Myrtle Beach, SC.
- While at SASF~~A~~A conference, President BB attended the President Elect workshop and moderated a session.
- SASF~~A~~A recognized Karen Koonce with the Distinguished Service award.
- President BB sent (2) letters on behalf of VASF~~A~~A to Congress about Reconciliation process involving FFELP loans and PLUS loan auction. She reminded us that VASF~~A~~A 501C3 allows VASF~~A~~A to write letter to Congress.
- One letter was sent to Gov. Kaine's Office (A letter of facts only) and the second letter was sent to Congress (Letter on Reconciliation).
- A letter was presented from Delegate Randy Forbes' office..
- A statement about Financial Aid was quoted in the Richmond Times from President BB.

President-Elect SNH's report: (report on the website)

Sector Coordination – President-Elect SNH is soliciting people to volunteer. She stated she received two responses from Sector concerns. She will be providing a guide on each concern.

Strategic Planning – Strategic planning – Tom Morehouse sent out 2009/10 strategic plan. The plan will be reviewed at the June transitional board meeting.

Past President PK's Report:

Awards - Past President PK worked with Crystal Lakes Engravers in Northern Virginia, she was able to purchase the retirement plaques under budget. The cost was budgeted back in June 2008 at the Retreat.

Elections - There were no problems reported with elections other than password access report by President BB. Election Polls will close Tuesday, April 28, at 11:45 a.m. Should a runoff be needed, an announcement will be made Tuesday after the elections poll closes. The run-off will take place at 1:00 p.m. that afternoon (majority plus one).

By-Laws - President BB will work on revising the by-laws. A question and discussion concerning the run-off was expressed by KW.

Board members that were on the current ballot were asked to leave the board meeting at that point.

Secretary Minutes by VR:

Approval of Minutes – It was motioned by PR to accept the minutes as read. The motion was seconded by MB. PR then motioned to retract the motion, it was seconded by BW. The minutes were reviewed and corrections made. KW motion to accept the minutes with the noted corrections the motion was seconded by SNH and approved with corrections.

Archives – No report

A break was taken by the board at 2:10 p.m.

The Executive Board meeting reconvened at 2:28 p.m.

Treasurer's Report by KW: (See financial report handout)

Budget and Finance:

Budget vs. Actual Spreadsheet was presented to the board by Treasurer KW. It was stated that \$1000 charged to conference needs to be charged to training.

Sue D. Ross funds in the amount of \$2000 still needs to be moved and drawn downs needs to be completed from New Century and report final expenditures.

KW reported changes to budget will be made at end of year.

It was reported that the CACGP awareness program was denied.

KW also pointed out that the Board actual expenditures are very close to budgeted amount due to expenses for Embassy Suite and Conference Center. He stated we will be over the budget if funds aren't moved to cover incoming expenses.

MH stated spending isn't an issue, income is more of a concern.

KW requested to revise treasurer report to reflect as of March 31, due to difference in estimated and actual figures.

Treasurer Elect HH Report: – (See report on web-site).

Budget and Finance – No updates

Conference fees: Schools paid: 133 Not paid – 36

Membership not paid - 32

President BB asked about outstanding balance from VA. State. HH stating they haven't received any additional information.

New Century – Only two Colleges/Universities received the New Century awards: Regent University (1), and Bluefield (1). Ferrum College cancelled and Virginia Tech wasn't heard from.

Representative At-Large (Information Services) by BW:

Electronic Services – (See report on the web-site) - Jane is very active making changes as needed to the website

Newsletter – (See report on web-site) – No additional article updates. Plans are underway to do a comparison of the VASFAA Newsletter layout to other similar publications.

Photographer – no report

Public Relations – Joe Dobrota has been instrumental in putting together the media presentation. Public relations budget amount is still same \$250.00.

Representative At-Large (Professional Development) by MB:

Conference – (See report on web-site)

MB reported based on conference count of 173 registrants the conference is estimated to be self supporting.

Conference Training – The committee has worked diligently and economically to secure sessions for the Conference. Greg Martin will provide the Federal Update; Mike Hawkes will provide a Legislative Update; Lee Andes will provide the SCHEV update; and Matt Jones, a cancer survivor will address the membership on “Life is a Marathon”.

Non-Conference Training – (See report on the web-site) Five (5) webinars has been held and one (1) will be held April 27, 2009. The Spring New Aid Officer’s Workshop is scheduled to be held on Sunday, April 26, 2009.

Representative At-Large (Outreach Services) by KP:

Membership – President BB reported that membership was not where it should be, which maybe a reflection of the economy.

Awareness – (See report on web-site)

F.O.C.U.S – President BB reported VASFAA is in the forefront having changed Diversity to FOCUS. She stated SASFAA is in the process of changing the Diversity to another name.

Giving thanks at dinner; Instead of referring to ‘blessing’ as ‘grace’ it will be referred to as ‘thanks’.

FOCUS and non-conference will be working together to pay for speaker. This will be their only cost for the conference.

Secondary Schools – President BB discussed and the best time to begin publicizing next year guidance counselor workshop.

Representative At-Large (Organizational Services):

Governmental Relations – (See report on web-site)

Wasn’t able to meet goal of meeting with SCHEV, however, was able to send 50 emails to membership during the year. The committee anticipates no cost incurred during the 2008-09 year.

Development – See letter on the web as summary for the year. SNH stated we received more funds than what we expected. She stated the committee budgeted low but was realistic.

Old Business

Annual Conference – Fall vs Spring survey: Fall – 17; Spring – 4; No Preference – 2; No conference – 1.

Rationale: Earlier in budget year; quiet time in office; spring to busy; greater attendance in fall; dues paid earlier; spread out conference.

President BB asked if that was a large enough population to represent the membership.

MH suggested we survey the conference membership in the sector meeting concerning having a Fall vs Spring conference. Once the membership have been polled we will revisit the question.

Past President PK suggested having one conference a year, where training would be in various areas with representatives overseeing the training. The cost of this type of conference was questioned by President BB.

President BB and KW talked about the competition that the various trainings and webinars already being offered would pose. They questioned would it be feasible?

PR suggested with table the discussion until the transitional board meeting.

New Business - None

The meeting adjourned at 3:43 p.m.

Tuesday, April 28, 2009

The Board reconvened Tuesday afternoon at 12:55 p.m. by President BB.

Quorum

A quorum was established with the following members present: Brenda Burke (BB), Pat Kelly (PK), Keith Wellings (KW), Melissa Barnes (MB), Kiesha Pope (KP), Heather Hollandsworth (HH), Bill Wendle (BW), Vera Riddick (VR) and Mike Hawkes (MH).

Board members that were on the current ballot were asked to leave the board meeting.

Reconvened at 1:15 p.m.

President-Elect SNH reported on Sector Meeting: (Report on Website)
Questions for sectors to address - Vision statement; Fall vs Spring Conference and choosing SCHEV Advisor Members
Official results will be typed-up and submitted by President-Elect SNH.

The meeting was adjourned at 11:15 a.m.

Respectfully submitted – Vera Riddick, Secretary.