



West Virginia Association of Student Financial Aid Administrators

WVASFAA Executive Committee Transition Meeting Minutes

July 9, 2018

Executive Committee Transition Meeting

- I. Call to Order – Consuela D. Phillips called the meeting to order at 9:45 am. Introductions were made as new members of the Executive Board attended. Those present were: Candi Frazier, WVU, Site/Program Fall 2018-Spring 2019; Joie Doebling, WVU, Website; Karen Martin, WVHEPC, Secretary and Financial Aid Training for Counselors Chair; Sarah Musgrave, Marshall University, Social Outreach and Promotion; Alice Roberts, Marshall University, Auxiliary Member; Brian Weingart, WVHEPC, State & Federal Issues; Stephany Harper, Glenville State College, Incoming Treasurer; Jeanie Spitznogle, Fairmont State University, Outgoing Treasurer; Carla Strawn, PNC, Long Range Planning & Associate Member Representative; Pedro Sanchez, WVU, Diversity and Inclusion; Lake Tackett, Huntington Junior College, President-Elect; Nicole Solomon, WVU Professional Development & Training; James Buchanan, Site/Program Fall 2018-Spring, 2019. Those not present were: JoAnn Ross, Past President, Gwen Bausley, Constitution and Bylaws, Alisha Nikolich, Membership, and Chester Priest, Awards. Tiffany Myers, Fall Conference and Spring Conference. Consuela asked for a motion to accept committee appointments, Candi motioned, Brian seconded the motion. Motion carried.
- II. Review and Approval of Minutes – Karen Martin – Minutes were presented from the Executive Board meeting from April. Lake moved the minutes be accepted as amended. James seconded the motion, motion carried.
- III. Reports of Officers and Committees
 - a. President’s Report – Consuela Phillips – First order of business Consuela presented a budget for approval. After some discussion and changes, Brian moved we accept the budget totaling \$54,200, Lake seconded. Motion carried. Consuela reported on the site visit made by her and Carla and was very impressed with the facility. We are blazing a new trail in combining conference with Tri-State. Carrie Watters supplied Consuela with some information about an online application for our program from Guidebook. After looking at the proposal it was decided that it was Guidebook is too expensive and there are other free sites we could continue to use. It was agreed that we would not do away with the paper program booklet. Consuela also reported that she would be attending the MASFAA exchange program traveling to Indianapolis. Consuela has spoken to Tiffany Myers and she is looking at adding a second item to the WVASFAA gear. She asked for suggestions and everyone thought a hoodie would be best. There

still are a lot of t-shirts for sale at \$10 apiece. Stephany is in possession of the t-shirts and in charge of sales as treasurer. Consuela mentioned to Nicole that she wanted to make sure the Newcomers reception was well thought out and asked that she begin getting ideas together for that event. Consuela was very impressed with the interactive games played last year, especially the Bingo game. NASFAA Leadership Symposium will be held in February in Washington, DC. She asked that 2 people be sent, preferably Stephany as new treasurer and one other person to be determined. She passed out the Job Descriptions for everyone to look over. She would like changes back to her by August 15. Brian suggested that they be placed on a DropBox or Google docs so all could have access and changes made online. Consuela will notify everyone when they are available.

- b. Past-President's Report – JoAnn Ross – James reported for JoAnn. She attended NASFAA in Austin. JoAnn will also be on the MASFAA Board and the Fall conference will be held in Minneapolis.
- c. Nominations & Elections Chair Report – JoAnn Ross – James reported that she would be reaching out for nominations for the elections.
- d. President- Elect Report – Lake Tackett – Lake reported that she had her Robert's Rule and was ready and willing to do whatever needed accomplished.
- e. Treasurer's Report – Jeanie Spitznogle – Stephany Harper – Jeanie emailed and had hard copies of Fall Conference Report 2017 reporting a \$3,343.87 loss. Spring Conference reported a profit of \$3,400.19. She also supplied monthly reports from July 2017 through June 2018. The General Ledger showed \$46,596.33 at the end of June 2018. She also noted that two individuals had not paid for the Spring conference totaling \$259. Jeanie stated she has worked closely with Stephany and will be there to help her in any way she can with the transition. She thanked everyone for all their help and support she received for her four-year stint as treasurer. On behalf of every one Consuela asked we thank Jeanie with a round of applause.
- f. 2018 Fall Conference Report –JoAnn Ross, Candi Frazier, James Buchanan, & Tiffany Myers, Carla Strawn – A conference call is set for this coming Friday, July 13th to help finalize plans for our upcoming Fall Conference with Tri-State at Rocky Gap Casino and Resort. Rooms will be \$89 a night, each person will receive \$10 credit for the Casino, and registration will be \$135. Since Rocky Gap Casino and Resort is in Flintstone, MD. The theme is "Bedrock of Financial Aid". Dates are confirmed November 5-7. Executive Board will arrive on Sunday, November 4th. All attendees will need to vote early has November 6th is Election Day. Karen stated that with prior notification higher education workers could get compensatory time for the holiday on the 6th. Amber Johnson of the Department of Education has confirmed her attendance. Exhibitors, with the combined convention, fee will be \$1250 split with Tri-State.
- g. 2019 Spring Conference Report –JoAnn Ross, Candi Frazier, James Buchanan, & Tiffany Myers, Carla Strawn – Spring conference to be held at Stonewall Jackson Resort, March 27-29th. Rooms were quoted at \$112. AV charge is questionable. It was discussed to purchase 2 or 3 projectors instead of paying high AV costs. It will be researched, discussion was tabled. Dinner on Your Own was discussed. It was decided to go ahead since Weston was so close and many opportunities at the resort as well.
- h. Associate Member Representative Report – Carla Strawn – Carla reported that vendors were excited about the joint venture with Tri-State. Space maybe a problem depending on the number who register.
- i. Long-range Planning Chair Report – Carla Strawn – No discussion further than Spring

2019.

- j. Professional Development & Training Chair Report – Nicole Solomon – Nicole said she would like to start a 2-person mentoring team for each new member. Everyone thought that was an excellent idea.
- k. Financial Aid Training for Counselors Chair Report – Karen Martin – Karen passed out the schedule for the Counselor Workshops for September. The theme “Education is Hope in the Storm” had a lot of meaning as to what counselors have to deal with on a day-to-day basis with homelessness, drugs, every day teenage drama. Deadline for Agendas is July 15th. Registration is ready to go and will be sent August 1st.
- l. Membership & Website Chair Report – Membership- Alisha Nikolich/ Website Co-Chairs Candi Frazier and Johanna Doebling- Candi reported Membership statistics increased from 57 to 60 institutions, in-state membership from 127 to 140 and out-of-state membership from 15 to 16.
- m. Constitution & Bylaws, Policy & Procedures Chair – Gwendolyn Bausley-No report
- n. State & Federal Issues – Brian Weingart – Brian reported new FAFSA on the web coming out in the fall with a revamped format. Pell maximum went up to \$6,095. New Blue Ribbon Commission appointed by the Governor to study state higher education funding and HEPC.
- o. Awards Chair Report – Chester Priest-No report
- p. Diversity & Inclusion Chair Report – Co-Chairs Consuela Phillips, Pedro Sanchez, & Tarsha Green – Pedro and Consuela are going to research new ideas for Diversity and Inclusion and hope to have a speaker on the topic for the Spring Conference.
- q. Auxiliary Member Representative – Alice Roberts – Alice asked for some assistance in knowing what to do for her new position. She thought it would be a good idea for her and Sarah to do a session on how they work together to better serve their students at Marshall University. Most institutions do not have a good working relationship with their business office or a seamless operation.
- r. Social Outreach & Promotion Chair Report – Sarah Musgrave- Sarah ask that everyone feed her information for the Facebook page and she will promote any and all of our information.

IV. Old Business

V. New Business-Candi thanked Jeanie Spitznogle for her excellent job as Treasurer.

VI. Adjournment –Pedro moved we adjourn, Carla seconded. Motion carried.

Respectfully submitted,

Karen Martin, Secretary