

WVASFAA Business Meeting Agenda

December 7, 2021 – Virtual

1. **Call to Order** – President Alicia Frey welcomed everyone to our Fall Conference and required Business Meeting. Alicia welcomed Brian Weingart to present the State Update. Next, we welcomed our Business Partners and allowed two minutes to introduce themselves and talk about their products. At 2:21 p.m. Alicia called our Business Meeting to order.
2. **Secretary Report** – Karen Martin presented the minutes from the April 1, 2021, business meeting for approval. Alicia asked that the minutes be corrected with the correct date. Candi Frazier motion we accept the minutes as corrected. Nicole Solomon seconded the motion. Motion carried.
3. **Treasurer’s Report** – Stephany Harper presented the General Ledgers from July 1, 2020, and July 1, 2021. Balance July 1, 2020, \$16,265.87 and July 1, 2021, balance \$27,697.20. Some individuals had already paid their membership even though the deadline has been extended. On contacting them, they agreed to go ahead and keep it for the upcoming year.
4. **President’s Report** - Alicia Frey introduced her push for volunteers. Volunteering for WVASFAA firstly; there are committee chairpersons needed on our own Executive Committee. Next volunteering for MASFAA; we have very little representation from West Virginia. MASFAA covers 9 states. There is an online volunteer form is available. Lastly, NASFAA is in Washington, D.C., February 14-16, 2022.
5. **Committee Reports:**
 1. **Nominations & Elections** – Nicole Solomon – reported, with the pandemic and not being able to meet in person for three conferences now and the resignation, we need to have an election for President, President Elect, and Secretary for 2022-2023. She will be sending out an email for nominations.
 2. **Long Range Planning** - Laura Helmich - reported it has been a pleasure working with the Bridgeport Conference Center through all the cancellations because of Covid. Plans for the Spring Conference March 30 – April 1, 2022, are made. We made a 3-conference contract, and we are going to honor that commitment with Spring 2022, Fall 2022, and Spring 2023.
 3. **Conference (Program)** – Beth McSweeney and James Buchanan – reported they paired up to work on the program for the Spring 2022 conference. James asked if anyone has ideas or wants to present to please contact him or Beth and they will be reaching out.
 4. **Financial Aid Training for Counselors** – Karen Martin – reported 5 in person Counselor Workshops and 2 virtual Counselor Workshops were held in September.

A total of 302 high school, rehab, TRIO counselor attended. Karen thanked all those individuals who hosted the workshops to assist in educating counselors.

5. **Professional Development and Training** – Candi Frazier and JoAnn Ross – reported interest in sessions for professional development, best practices, soft skills for entry level and managerial positions. They appreciate any feedback and are also looking for presenters. It has been hard during the Pandemic for reaching out to Newcomers. We are looking for ways to celebrate the Newcomers at the Spring conference.
 6. **Constitution, Bylaws, Policy & Procedures** – Candi Frazier – This Business Meeting in part is keeping up with our Constitution and Bylaws as it is required. Membership was extended today until before the conference on March 29th. Membership is at 174 members, 28 associates, 4 auxiliary, 5 lifetime, and 107 regulars.
 7. **State and Federal Issues** – Brian Weingart – No Report
 8. **Associate Member Representative** – Laura Helmich – Reported her thanks from all the Business Partners for the opportunity to present from each of them.
 9. **Awards** – Chester Priest – Reported awards would be given at the spring conference for 3 presidencies.
 10. **Diversity & Inclusion** – Consuela Phillips – No Report
 11. **Auxiliary Member Representative** – Alice Roberts – No Report
 12. **Social Outreach & Promotion** – Sarah Musgrave – asked everyone who had not to like our Facebook page and post anything relevant about financial aid.
 13. **Website** – Bethany Schiffbauer – Reported if there are any updates, please forward to her. Candi asked if there was a way to set up a Listserv through the web site. Bethany stated she didn't think so but would investigate it. Karen Martin stated a Listserv could be set up through WVNET. Bethany asked executive committee members who have not sent their photo and bio to please do so. Business Partners are features on web site.
 14. **Membership** – vacant
6. **Old Business** - No
 7. **New Business** – Candi pointed out, because we are virtual, we did not get to have Sector Meetings. Alicia asked if anyone had anything to share with the group. Candi suggested at the spring 2022 conference we should have a memorial to Neil Bolyard.
 8. **Adjourned** – Alicia thanked everyone for attending. Merry Christmas to everyone. Meeting adjourned at 3:02 pm.

Respectfully submitted

Karen Martin
Secretary