



WVASFAA Business Meeting Minutes
November 3, 2017
Sheraton Four Points, Charleston, WV

- I. Meeting called to order by President JoAnn Ross at 9:30 am.
- II. Lake Tackett reported that the Raffle for the family of Belinda Cox, New River Community and Technical college had netted in straight donation \$330. The 50/50 raffle had netted \$340, meaning the split would be \$170. JoAnn drew the winning ticket and Candi Frazier was the winner. Candi immediately donated her winnings back to the family meaning a total of \$670 will be sent to the family.
- III. **Official Minutes** – Karen Martin resented the business meeting minutes from April 28, 2017 for approval. Consuela Phillips moved they be accepted Chester Priest seconded. Motion carried.
- IV. **President's Report** – JoAnn reported that she attended MASFAA in Dayton, OH in October that it was an excellent conference led by Thomas Ratliff, MASFAA President. Thanking Nicholas Prewett for his attendance and participation in our conference. JoAnn will be attending Indiana's conference in January as a part of the Exchange Program. NASFAA Leadership Expo will be in February, Consuela Phillips will be attending, if anyone else would like to attend to let JoAnn know. She is still interested in WVASFAA Gear and hopes to have all that available at the Spring Conference.
- V. **Past President's Report** – Katie Cooper reported on nominations and elections results: Associate Member: Carla Strawn; Treasurer: Stephany Harper; Secretary, Karen Martin; President Elect: 2018-2019.
- VI. **Treasurers Report** – Jeanie Spitznogle reported that the 2016-2017 general ledgers and the 2017-2018 general ledgers for the first four months were in their conference packets. Minor adjustments had been on the placement of the interest on the certificate of deposits. The Spring Conference report for the 50th Anniversary showed a small loss of just over a \$1,000. Fall Conference Report will be given in the spring.
- VII. **Site Chair** – Candi Frazier apologized for the slight hiccup in the all the presentations making it to the website, but she learned from her mistakes. As of today, she reported we have 89 members listed on the website. Spring Conference will be held at the Bridgeport Convention Center April 11-13; she will be in touch with the Department of Education and NASFAA to get on their schedules.

- VIII. Auxiliary Member** – Thomas “Chris” Baker reported they were working on the confusion of the PTAC issue and was working statewide for consistency with this issue.
- IX. Professional Development** – Carrie Watters reported that a number of people had completed the NASFAA Core classes during the conference and had 40 days to complete the certification test. The Newcomers reception was well attended and we had 15 newcomers in attendance at this conference.
- X. Awards** – Chester Priest reported we had two and there will be more coming in the spring.
- XI. Constitution and Bylaws** – Gwen Bausley reported on the vote to change the membership year 34 voted, 33 yes, 1 nay. Membership year will be November 1 – October 31 each year.
- XII. Diversity and Inclusion** – Consuela Phillips said that the presentation, “Walk a Mile in My Shoes” was well received and the topic for spring will probably be, “What Would You Do?”
- XIII. Social Media** – Sarah Musgrave said keep on liking WVASFAA and she thanks everyone for participating and allowing her to take so many pictures.
- XIV. Old Business** – None
- XV. New Business** – Sector Reports
- a. **4-Year** - Talked about 400/401 codes no one really know what to do at this time. Student clearinghouse was discussed. Graduation data being reported wrong to NSLDS on students who have not graduated. Tom Isle, Bluefield state college wanted to know when others billed and how soon they turned students over for collection.
 - b. **2-Year** – Discussed Cash Management, 399 Codes, packaging dates, Intersession/Fall/Spring, aid for advanced skills test
 - c. **Private** – COD issues, drawing in ISERS, packaging
 - d. **Proprietary** – Clock hours, verification, dependency
 - e. **Vendors** – suggested Pocket Programs to save money
- XVI.** No other business or comments meeting adjourned 10:03 am.

Approved April 13, 2018

Respectfully submitted,

Karen Martin
Secretary