



West Virginia Association of Student Financial Aid Administrators

**WVASFAA Executive Committee Meeting
July 21, 2020**

Agenda

- I. Call to Order – Nicole Solomon called the meeting to order at 10:04 a.m. Those present were Gwen Bausley, Candi Frazier, Stephany Harper, Laura Helmick, Karen Martin, Tiffany Myers, Sarah Musgrave, Consuela Phillips, Tarsha Reed, Alice Roberts, JoAnn Ross, Bethany Schiffbauer, Nicole Solomon, Lake Tackett.
- II. Review and Approval of Minutes – Karen Martin presented the minutes from the last Executive Board meeting on October 22, 2019 for approval. Consuela Phillips motioned the minutes be accepted, Tarsha Green second the motion. Motion carried.
- III. Reports of Officers and Committees
 - a. President’s Report – Nicole Solomon – Nicole has selected and set her committee chairs for 2020-2021. This is going to be the strangest year to be president.
 - b. President-Elect Report – Tiffany Myers reporting working on the conference 2020-2021.
 - c. Treasurer’s Report –Stephany Harper reported \$16,265.87 as of June 5, 2020. She also reported that we netted \$2,100. She supplied the Executive Committee with a complete ledger report as well as a Fall 2019 Conference Report
 - d. Past-President’s Report – Lake Tackett – Wild and crazy beginning and end.
 - e. 2020 Fall Conference Report and Discussion – Tiffany Myers – Reported that the Bridgeport Convention Center has been excellent to work with as we go through this year. Canceling the Spring conference was easy. It looks as though we will have to cancel an in-person conference in Fall as well. In talking with a few key people on the board we think we can pull off a virtual workshop. Bridgeport General Manager will not charge us any cancellation fee as we will agree to hold to our contract of three in-person conferences in the future. Karen Martin motion to officially cancel the Fall conference, Lake Tackett seconded the motion. Motion carried. Spring 2021 conference is scheduled for March 24-26, 2021. It was discussed to be 8 weeks long for the fall virtual conference. Sarah Musgrave said that was too long, limit it to maybe 4 weeks, possibly 2 times a week. Candi Frazier asked Laura Helmick what PASFAA was doing, she said \$50 for workshop, \$70 membership. A discussion ensued on what we would do for this coming year. Candi Frazier reported that the membership dues are determined by the Executive Board. Karen Martin moved that the membership fee of \$50 and Business Partners at \$200 stating that the membership had to be paid in advance to

participate in the Virtual Workshops but would not have a conference fee. Gwen Bausley seconded the motion. Motion carried.

- f. Long-range Planning Chair Report – Laura Helmich – Reported she is talking to Bridgeport Convention Center trying to nail down some possible dates for 2021-2022.
- g. Financial Aid Training for Counselors Chair Report – Karen Martin reported that dates have been set for 11 statewide counselor workshop locations and save the date notices were sent to counselors in May. She reported that these workshops would have to be virtual due to the situation with the pandemic. Brian Weingart and others from HEPC will be doing the Statewide Update.
- h. Nominations & Elections Chair Report – Lake Tackett – Will handle Elections those to be elected will be President-Elect, Secretary, Treasurer, and Associate Member.
- i. Professional Development & Training Chair Report – Candi Frazier & JoAnn Ross
- j. Membership Chair Report – Alisha Nikolich
- k. Constitution & Bylaws, Policy & Procedures Chair – Gwendolyn Bausley is working on a new layout for the Policies and Procedures.
- l. State & Federal Issues – Brian Weingart
- m. Awards Chair Report – Chester Priest
- n. Diversity & Inclusion Chair Report – Consuela Phillips & Tarsha Green
- o. Auxiliary Member Representative – Alice Roberts
- p. Social Outreach & Promotion Chair Report – Sarah Musgrave

- IV. Unfinished Business – Candi Frazier mentioned that Nicole needed to complete her budget for approval. Also, the Associate Member is gone which creates a vacancy.
- V. New Business
- VI. Adjournment

Respectfully submitted,

Karen Martin
Secretary