

West Virginia Association of Student Financial Aid Administrators
2016 Summer Transition Meeting
Panera Bread, Clarksburg, WV
June 30, 2016

MEMBERS PRESENT

Katie Cooper, Jeanie Spitznogle, Danielle Duvall, JoAnn Ross, Carrie Watters, Tresa Wimer, Candi Frazier, Karen Martin, Debbie Turner, Carla Strawn

CALL TO ORDER

Meeting called to order by Katie Cooper at 10:17am

SECRETARY'S REPORT

The minutes from last Executive Committee & Chairs Meeting on April 5, 2016 were provided. **Carla Strawn motioned and Karen Martin seconded to accept minutes as written. Motion passed unanimously.**

PRESIDENT'S REPORT

Kathy Bialk(in absentia) would like a timeframe for future nominations and election dates. Per the bylaws, ballots must be out 30 days prior to Fall Conference. Ballots will be made available by September 19, 2016 and elections will run through October 20, 2016.

TREASURER'S REPORT

General Ledger for Year 2015-2016 was provided by Jeanie Spitznogle. Discussion of Glade Springs Conference cost versus Oglebay Conference cost, \$5,000 deposit already paid for Fall 2016 Conference and \$900 deposit paid for Spring 2017 Conference. Discussion held about High School Counselor training reimbursements coming in below maximum of \$4,200. Discussion about PayPal fees of \$344.79 being reasonable against the inconvenience of checks and going to the bank, can deposit funds directly from Paypal into bank account. Paypal is set up on website to collect 2016-2017 membership fees as of July 1, 2016. Discussion held about using debit card to pay MASFAA/NASFAA fees to cut down on outstanding checks. Payment for Spring 2017 Conference on wrong line and line item missing for CD Interest. **No motion was made to accept treasurer's report.**

Payments from schools have been slow to come in for Spring Conference; payments are still coming in June with at least one school still outstanding. Discussion. **Karen Martin motions and JoAnn Ross seconded to create a 30 day post Conference deadline for payment with a \$25 late fee assessed based on individuals, not schools, after initial 30 day deadline. Candi Frazier calls for Question. Motion passed unanimously.**

PRESIDENT-ELECT'S REPORT

Katie Cooper noted that Consuela Phillips attended MASFAA Leadership Symposium. Katie would like to send one person each year from WVASFAA. Katie Cooper will represent WVASFAA at the MASFAA Summer Institute in Fort Wayne, Indiana August 11-12, 2016 and at the MASFAA Conference in Kansas City, Missouri, October 2-5, 2016.

Discussed moving Executive Meeting times at conferences to 4pm with dinner to follow.

FALL 2016 CONFERENCE

Carrie Watters motions and Karen Martin seconded to set Fall Conference registration fee at \$135.00. Motion passed unanimously.

Carla Strawn noted that \$10 per plate discount was given for dinner because we switched days. Guest rooms will be \$89 per night.

Karen Martin reported that Brian Weingart wanted to come up with a way to reward those who are taking advantage of NSAFSA Credential opportunities provided by WV Higher Education Policy Commission. The idea is having four levels of karate belts and to start giving them out at the Fall Conference. Inquired as to whether or not WVASFAA would be willing to share in the cost of the belts. Belts have been priced at \$1,000 for initial set-up and first 60 belts monogrammed with NASFAA information. Tresa Wimer commented that was a small cost for the acknowledgement and incentive for members. **Karen Martin motions and Jeanie Spitznogle seconded to split cost of belts with Higher Education Policy Commission. Discussion. Candi Frazier uneasy because this motion indicates no monetary limit. Karen Martin revised motion to split initial \$1,000 cost of belts, with WV Higher Education Policy Commission and WVASFAA each contributing \$500 for initial set-up and purchase of first 60 belts. Revised motion passes unanimously.**

Karen Martin noted that two rooms will be needed for training. Carla Strawn booked necessary rooms. Karen Martin will negotiate lunch with site committee at a later date.

SPRING 2017 CONFERENCE

To be held April 25-28, 2017 at Canaan Valley

JoAnn Ross noted that it will be 50th Anniversary. Conference will possibly include a "Dress to Impress" Dance idea. Discussion held about possibly including guest pass option for dinner and events at future conferences. Discussion about inviting past WVASFAA Presidents. Discussion about MASFAA exchange, Indiana will be coming to us for Spring 2017 Conference. Discussion about getting NASFAA representation since WV is currently 3rd in country for Credentials and FAFSA Completion.

LONG RANGE PLANNING

Carla Strawn discussed option of moving to one conference per year, consensus was to stick with two conferences.

Glade Springs is booked for the Fall 2017 Conference at the same rates as the Fall 2015 Conference. Glade Springs was expensive. Discussed possibly looking into moving sites since no deposit has been paid to Glade Springs yet.

Possible future locations for 2017-2018 are Shepherdstown, Stonewall, and Charleston.

FINANCIAL AID TRAINING FOR COUNSELORS

Katie Cooper inquired as to if any additional notifications were needed from WVASFAA. Karen Martin said no, that Save-The-Dates are out; sites and dates are already set for September. Close to 100 workshops and Financial Aid Nights are already on the books. All dates are on CFVW calendar.

Kanawha County received grant due to low FAFSA completion rate to be utilized for a "FAFSA on the Bus" mobile hot spot to encourage FAFSA completion.

MEMBERSHIP

Vacant position. **Katie Cooper called for nominations. Tresa Wimer nominated Alisha Nickolish from Fairmont State.**

SOCIAL MEDIA

Sarah Musgrave(absent) sent email to Katie Cooper about summer 2016 plans for social media. Will add dates for workshops and FAFSA nights to Facebook.

GOVERNMENT RELATIONS

Nothing to report from Debbie Turner.

CONSTITUTION & BYLAWS, AND POLICY & PROCEDURES

Candi Frazier reported that Constitution and Bylaws are up to date and consistent, notes that associate members cannot run for President, Treasurer, or Secretary.

Policy & Procedures are up to date. Candi Frazier will update reimbursement form (mileage and formula). Going back through to clean-up and reformat. Will add changes from this meeting when minutes are available.

PPY and early FAFSA pose a concern about number of hardships/special circumstances. Candi Frazier will be doing as session on this at NASFAA. There are great toolkits available from ED and NASFAA.

Karen Martin concerned about taking schools off of FAFSA, this issue has been tabled for the year. Please continue to fight against this change. If change goes through the Higher Ed Grant application process will have to change.

AWARDS

Joann Ross reported that recipients who had received Visa cards have completed necessary paperwork.

DIVERSITY & INCLUSION

Consuela Phillips (absent), Katie Cooper will follow-up with her personally about presentations for conferences as well as job descriptions and goals.

OLD BUSINESS

None.

NEW BUSINESS

Katie Cooper keeping and approving all committees as is except for the Budget and Finance Committee which has been removed. Newsblog is also being removed.

Associate Member Chair will now be an elected position, not chosen by Associate Members as it has been in the past. Discussion. **Candi Frazier motions and Tresa Wimer seconds to approve change to elect Associate Member Chair. Motion passed unanimously.**

Discussion about format of meeting minutes by Karen Martin.

Discussion about what, if anything, schools are doing for students affected by the flooding in Central and Southern West Virginia by Candi Frazier.

ADJOURNMENT

Meeting adjourned at 12:24pm.