



FASFAA Executive Board Minutes
Conference Call
September 6, 2018

The FASFAA Executive Board met on Thursday, September 6, 2018 via conference call.

Call to Order

President Alexander called the meeting to order at 3:07 PM

Roll Call

Called the roll of Board Members present were:

David Alexander – President
Daniel Barkowitz – President-Elect & Nominations
Nadine Bailey – Vice President of Training
Denise Asselta – Secretary
Joan Bailey – Immediate Past President & Fiscal Concerns
Kris Hatcher – Region I Representative
Nichole Crowley – Region II Representative
Sedrick Brinson – Region III Representative
Kylie Gross – Region IV Representative
Katie Conrad – Region V Representative
Kamia Mwango – Global Issues
Jenny Cun – Membership Chair
Jeff Daniels – Site Selection/Event Coordinator
Kim Phillips – Vocational-Technical/Clock Hour Chair
Levis Hughes – OSFA Liaison & Newsletter Chair
Laura Dickerson – Scholarship Chair
Nathan Basford – Conference Co-Chair
Merrian King – Conference Co-Chair
Vanesa Alfaro – Communications/Outreach/Special Initiatives
Irma Molinares – Federal Legislative Chair
Sandy Shimp – Graduate Professional/Financial Literacy Chair
Gwyn Francis – Bookkeeper

Members not present were Gail Rogers, Jerry McMahon, and Chansone Durden

A quorum was met for voting

Purpose: Budget Update

An email was sent to all board members with the revised copy of the 1718 and the 1819 budget. Changes were made and items were moved as requested. Updated the accounting line with charges from the accounting firm and paid the accountant for the tax return. Tax return bill was \$1,729. The 1819 operating budget was brought forward from the 1718 budget which was \$15,576.00. For the 1718 budget, the total income was only \$18,033 and total expenses were \$19,758. The board will need to make decisions to move funds from the asset account over to the working budget. The funds can be return if they are not needed for the 1819 budget. The books which were ordered for the board cannot be returned. The reason the board might have a cash flow issue is because the FASFAA organization is low on membership and the membership committee is trying to come up with ways to reach out to new members. The membership chair would be responsible for reaching out to past members. This will be discussed at the next executive board meeting. The majority of our funding will be coming throughout the year. We can transfer money from our reserve funds and at the end of the year we can transfer it back. In the previous year, we have had enough carry forward to the next year. This past year we did not have the carry forward for this year. We need to have a discussion on charging membership fees for out of state folks attending our workshops.

Motion: Funds Transfer

President Elect Barkowitz made a motion to authorize the advance of \$30,000.00 from the operating reserve to the operating account to provide supplemental coverage till the end of December 2018 to cover primarily obligations. The \$30,000 will be repaid by the end of the fiscal year. Region IV Representative Gross seconded the motion. Discussion occurred. Motion carries with majority vote.

Purpose: Locations Update

The Embassy Suites Orlando, FL Lake Buena Vista will be the location of the next FASFAA Executive Board Meeting, Clock Hour Workshop, and New Aid Officer Workshop. The location will include breakfast, complimentary meeting space, the \$19.95 resort fee is waived, overnight parking is \$8.00 with a complimentary room night. The deposit for the location is \$2,000.00 which needs to be paid by September 11th. Room block requirement is 80% or 174 to get the concessions. Room rate is \$145 per night; daily parking is \$5.00.

Motion: Location Acceptance

Global Issues Chair Mwango made a motion to accept the contract as proposed. Vice President of Training Bailey seconded the motion. Discussion occurred. Motion carries with majority vote.

Purpose: Nominations Update

A nominations committee conference call is scheduled for next Tuesday, September 11th, with the Region Representatives. There seems to be disconnect with our practices and bylaws in regards to the role of Treasurer. The Secretary is elected in odd years along with Regions 1, 3, 5 and the Treasurer is and Regions 2 and 4 are elected in even years. Treasurer Rogers was asked to take over when an existing Treasurer was asked to step down and this caused the election cycle to be off. There are a couple of options to rectify this, the board can take on this responsibility of filling this spot, amend the bylaws, or have Treasurer Rogers finish out the term and have one more year to finish the cycle or appoint someone to start in June 2019. There are three categories of membership according to the bylaws of who can be a member. These are issues we need to address and decide on in the coming months. The board will need to address how retirees are classified as a member of the association.

Any additional discussion/topics – there were none.

The meeting adjourned at 4:26 PM.

Respectfully submitted by,

Denise Asselta

FASFAA Secretary