



FASFAA Executive Board Minutes
Conference Call
March 1, 2019

The FASFAA Executive Board met on Friday, March 1, 2019 via conference call.

Call to Order

President Alexander called the meeting to order at 2:05 PM

Roll Call

Called the roll of Board Members present were:

David Alexander	President
Daniel Barkowitz	President Elect & Nominations
Gail Rogers	Treasurer
Joan Bailey	Immediate Past President & Fiscal Concerns
Nichole Crowley	Region II Representative
Sedrick Brinson	Region III Representative
Kylie Gross	Region IV Representative
Katie Conrad	Region V Representative
Kamia Mwangi	Global Issues
Jenny Cun	Membership Chair
Laura Dickerson	Scholarship Chair
Nathan Basford	Conference Co-Chair
Vanesa Alfaro	Communications/Outreach/Special Initiatives Chair
Irma Molinares	Federal Legislative
Sandy Shimp	Graduate Professional/Financial Literacy Chair
Chansone Durden	Vendor/Sponsorship Coordinator
Gwyn Francis	Bookkeeper

Members not present were: Nadine Bailey, Denise Asselta, Kris Hatcher, Jeff Daniels, Kim Phillips, Jerry McMahon and Merrian King

A quorum was met for voting

Purpose: Announcements

President Alexander did a formal welcome to Louanne Standley as the new OSFA Representative. Discussion of the eligibility of Levis Hughes to be remains as a member of FASFAA and of the Board. The current by-laws leave some room for discussion as to what the status is of someone who resigns or is removed from their institution of employment.

Congratulations to Joan Bailey as new VP for Training for SASFAA.

Purpose: Update of Nominations Slate

President Elect Barkowitz presented the slate of candidates for this year's election. President Elect Barkowitz stated the board will need to address the vacancy in the Treasurer.

Motion: Nominations Slate

Motion was made to accept the slate as presented and seconded. Discussion occurred. Motion passed with a majority vote.

Purpose: Update of Bylaws and Policy and Procedures

President Elect Barkowitz provided update to board as to legal review of the by-laws. The legal counsel for Valencia reviewed the by-laws as a favor to us and did not see any particular areas of concern. Clarity was provided about the term "audit" as stated in the by-laws; the board and by-laws committee are comfortable with the section as written.

By-laws amendment process. Discussion as to whether we do this by individual amendment or as a whole. We will need to determine from Electronic Services chair how best to manage this electronically.

Discussion of whether we have individual votes on specific amendments and whether we conduct the vote with the regular slate or on its own.

Motion: Bylaws to Membership

A motion was made for the by-law changes to be presented to membership as grouped items for each type of change and that the amendments to the by-laws be done at the time of the regular election. Seconded motion. Discussion occurred. Motion passed with a majority vote

Purpose: Update on Sponsorship

Vendor/Sponsorship Coordinator Durden stated the committee is on the way to meeting their goal for the conference. Vendor/Sponsorship Coordinator Durden and President Elect Barkowitz did great outreach to vendors at SASFAA Conference. Currently, there are 14 vendors so far. More coming. Total commitment so far is \$20,400. Banners on the website are changed after the conference (and recognition at Regional workshops as well). Suggestion that Vendor Sponsor Coordinator prepares a slide for the Region Reps for promotion in the coming year.

Purpose: Updates on Budget/Audit – Fiscal Concerns

Treasurer Rogers stated the only item added to the budget was the 2020 conference deposit. All of the other changes were reclassification. The budget has not changed since the last budget update was sent. Trying to recoup the 2020 deposit. Reduced the cost of board meetings and conference committee site travel. Trying to be fiscally responsible. Bookkeeper Francis was unable to generate a new budget vs. actual due to changes in system, but one will be coming soon.

President Alexander spoke with the outside accountant and 17/18 financials should be ready by mid-March. The accountant did comment that most audits are helpful if we have two years to compare; recommended that

we complete a 2-year audit (17/18 and 18/19 at the same time). In the interim, ask a group of Past Presidents to review the books.

Request was made to receive the recommendation from the CPA in writing before making any decision. There have been no findings of concern at this point, so the audit/review process could wait, but we do not need to wait for a formal decision as to moving forward.

Motion: Committee to Review Audit

Motion was made for FASFAA to establish a committee as determined by the President to review for audit the 17/18 financials at the conclusion of the CPA's work for 17/18. The recommendation of this Board is that the 19/20 Board should contract with an external auditor to perform a complete audit on both the 17/18 and 18/19 financials. Discussion Occurred. Motion was passed with a majority vote.

Purpose: New Business

The FASFAA Five Year Fiscal Plan will be address at the next board meeting.

Opportunity to be a partner for the Florida College Access Network Summit. No cost, but simply an opportunity to offer discounts for our membership to attend the conference. Their mission ties in well to our Global Concerns and the impacts of our students.

Motion: Partnership with FCAN

Motion was made for FASFAA to approve a partnership with FCAN for the 2019 Summit. Motion was seconded. Discussion occurred. Motion passed with a majority vote.

Adjournment of Meeting

With no further business to discuss, President Alexander declared the meeting adjourned at 3:55 PM.

Minutes were taken by Daniel Barkowitz in the absence of the Secretary Denise Asselta.

Respectfully submitted by,

Denise Asselta

FASFAA Secretary