



FASFAA Executive Board Minutes
 Conference Call
 September 19, 2019

The FASFAA Executive Board met on Thursday, September 19, 2019 via conference call.

Call to Order

President Barkowitz called the meeting to order at 10:10 AM

Roll Call

Voting	Present	Position	Last Name	First Name
V	Y	President	Barkowitz	Daniel
V	Y	President-Elect & Nominations	Lovett	Dameion
V	Y	Immediate Past President & Fiscal Concerns	Alexander	David
V	Y	Vice President of Training	Bailey	Nadine
V	Y	Secretary	Cun	Jenny
V	Y	Treasurer	Conrad	Katie
V	N	Treasurer-Elect	Brzozowski	Eileen
V	N	Region I Representative	Gore	Shana
V	Y	Region II Representative	Crowley	Nichole
V	N	Region III Representative	Troche	Abigail
V	Y	Region IV Representative	Gross	Kylie
V	Y	Region V Representative	Herrera	Jessica
V	N	Conference Chair / Member at Large	Mansalle	Karemah
V	Y	Federal and State Legislative Chair / Member at Large	Lent	Kimberly
V	Y	Global Issues / Member at Large	Harrison	Trey

V	Y	Vendor/Sponsorship Coordinator / Member at Large	Dickerson	Laura
V	N	Site Selection/Event Coordinator / Member at Large	Daniels	Jeff
NV	Y	OSFA Liaison	Standley	Louanne
NV	Y	Volunteer Coordinator	Mwango	Kamia
NV	Y	Electronic Services	McMahon	Jerry
NV	Y	Communication / Outreach / Special Initiatives	Alfaro	Vanesa
NV	N	Financial Literacy / Early Awareness	Cordero	Ilia
NV	Y	Newsletter	Durden	Chansone
NV	Y	Membership Chair (Local Arrangements)	Evans	Suzanne
NV	Y	Scholarship / Charity Chair	King	Merrian
NV	N	25+ Year Member Liaison / Leadership Development	Kolb	Donna
NV	Y	Webinars	Kruger	Wayne
NV	Y	Private College (For Profit / Not-for-Profit) Liaison	McCrary	Kevin
NV	Y	Graduate/Professional	Shimp	Sandy
NV	Y	Vocational -Technical / Clock Hour	Wright	Teriann
NV	Y	Bookkeeper	Francis	Gwyn

Board Members unable to attend: Eileen Brzozowski, Shana Gore, Karemah Mansalle, Jeff Daniels, Kamia Mwango, Ilia Cordero, Donna Kolb

A quorum was met for voting. 12/17 Voting members present. 24/31 Executive Board present.

Purpose: Approval of Minutes

Change discussed and change made:

Purpose: New Business – Signatures for bills over \$1,000

Discussion for new proposal for signature (by Pres., Treasurer, and Treasurer-Elect) requirement for any bills over \$1,000. No action taken. Will have further review.

With change, meeting minutes from EB call 8-7-2019 was approved.

Purpose: Updates – Fall Regional Workshops

Vocational -Technical / Clock Hour Chair Wright update: 98 registrants about 44 from out-of state, as of 9/17/19. There are 7 committee members. David Bartnicki will be in attendance. The 2nd room for 2nd day breakout session will be for out of state guests. There is an updated agenda. Utah is second largest state attendance. Registrants are all over the country. Outreach has been good. Question from Webinars Chair Kruger – will there be individual state updates? The discussion will be taken off-line. President Barkowitz proposal to have formal policy stating that members can attend any and all of the region workshops. Currently Memberclicks only allows members to register for their region only. No formal proposal. Reminder to let members know they are welcome to attend. President Barkowitz will send out email to all membership.

Purpose: Updates - Partner Advisory Group Update

Vendor/Sponsorship Coordinator Dickerson stated that vendor sponsorship levels are live on website. Currently there are 33 verbal commitments. Partner Advisory Group Meeting September 6, 2019 at 11am EST. Overall there was good feedback.

Purpose: Updates – Financial Review

Reviewed Profit Loss Budget vs Actual 2019 pdf. Past President Alexander mentioned the Budget vs actual pie charts. Would like to share with membership at conference. No further questions. Fiscal Concerns Committee: Possible recession, advice of UBS Janette to move away from stock market options. Investment Policy Statement – FAFSAA does not have one. Will look at NASFAA, and other states' policies and committee will form one and present at Oct. in-person board meeting. Contractual liabilities- Treasurer should include for 19-20 financial review.

Questions from Financial Review:

- 1) *What is the source behind the \$41.41 in other accounts receivable lines 11010?*
 - a. *Overpaid expense to Past President Alexander, he sent in the difference.*
- 2) *What is the actual listing of furniture and equipment that values \$5,522 lines 15000 and why are we listing its accumulated depreciation at the same amount on line 15050?*
 - a. *Depreciated equipment (5 laptops-\$2490, 5 PowerPoint clickers \$500, 4 printers \$762, 5 PayPal swipes \$250, 1 monitor \$100, 2 ipads \$1420). It is aging equipment.*
- 3) *Why does the association still have \$14135.23 listed for College Goal Sundays on lines 25000 if this is remaining money that the association put into that put it should be moved back into the general operating fund since CGS is now defunct? It was my opinion years ago to stop funneling our own money into this venture when it was dying then.*
 - a. *Board Vote-We would have to ask to move it or reserves or do we use it for a high school event.*
- 4) *Since we are not actually an accrual based accounting and are in fact cash based the line of differed revenue for membership should be actualized for the current year. Line 2050.*
 - a. *The funds were transferred to 18-19(Please see line 25050 on FASFAA Compilation 6.30.18). The income is not reported or the liability, but its already accounted for, for the next year.*
- 5) *There is no listing of current contractual obligations, which should count against the association's available income in case we have to cancel a contract, which is standard in other associations.*
 - a. *Treasurer should include the liabilities it for 2019-20, when presenting the finance updates.*
- 6) *For the most part our review was limited, as we did not have access to the books or receipts. We are simply validating what was already reviewed and stated.*

We agree and plan on pulling more random samples for the upcoming financial review

Purpose: Updates – Memberclicks Update

Fees dropped \$250 monthly. Deleted accounts that were not paid for 5 years. We currently have the classic version of Memberclicks. The company has 2 offers for new update: 1. Discount upgrade at no cost, 2. Honor current pricing structure for new system. Tentative: December as migration path. Upgrade Memberclicks to new system major changes – won't change perspective as user, more mobile-enabled

Motion: Memberclicks New System

President Barkowitz made a motion to move forward with the plan to enhance Memberclicks package in December. Treasurer Conrad Seconded the motion. No further discussion.

Motion carried.

Discussion on when someone is removed from listservs. It was decided that inactive and active should be on listserv for 5 years. Electronic Services Chair McMahon, Membership Chair Evans, and President Barkowitz will work on cleanup of membership listservs and profiles.

Purpose: Updates – Past Presidents' Council

First meeting is September 22 and is open to all FASFAA past presidents. Past President Alexander will provide update on the meeting at October board meeting.

Purpose: Updates – Conference 2021

President-Elect Lovett has chosen Past-President Joan Bailey as Conference Chair.

Purpose: Updates – October Board Meeting

Topics on agenda: Dues- individual vs. institutional, update to dues amount; Conference date - fall vs. spring based conference

Purpose: Updates – Newsletter

Newsletter Chair Durden is waiting for OSFA update, with the hope to publish next week.

Purpose: Updates –Committee Volunteers

Conference Chair Mansalle stated that the conference committee call was postponed due to hurricane. The theme will be determined.

Purpose: Executive Board Updates

Nominations Chair Lovett – Will send update to don elections committee to President Barkowitz
Treasurer Conrad – Dividing duties between Treasurer Conrad, Treasurer-Elect Brzozowski, and Bookkeeper Francis.

Region IV Representative Gross – Region 4 workshop in 2 weeks, Policies and Procedures formatting is done. She also created logo for theme.

Region V Representative Herrerra – Looked at surveys from last workshop; NASFAA Credentials offered at November 8 Region V Workshop – Professional Judgment and Dependency Override

Federal and State Legislative Chair Lent – Pre-session week for state legislature, she will send brief summary to membership, working with Webinars Chair Kruger to set up webinar for November 7

Global Issues Chair Harrison – Working through the NASFAA Diversity toolkit to look and expand on the committee's impact on the organization: https://www.nasfaa.org/diversity_toolkit Had one lead for a volunteer, but they never responded back.

President-Elect Lovett – Encourage participation in NASFAA Diversity Leadership Program

OSFA Liaison Standley – Excited to moving forward with partnership with FASFAA

Electronic Services Chair McMahon – New Memberclicks platform will not support PayPal. Looking into alternatives such as Payscale, authorized.net. Also looking into annual prepaid option vs. monthly plan.

Communication / Outreach / Special Initiatives Chair Alfaro – Has committee for social media

Membership Chair Evans – Has 3 volunteers for conference

Scholarship / Charity Chair King – Will contact Regional Representatives to see if she needs to put together info to bring anything to Oct. meeting; Email tag with Secretary Cun for charity.

Webinars Chair Kruger – 2 webinars planned: Clock hour 101 in early October. There are 102 Florida members in SASFAA, there is upcoming SASFAA Legal Issues Symposium

Private College (For Profit / Not-for-Profit) Liaison McCrary – encouraging for-profit and non-for profit schools to join the organization

Graduate/Professional Chair Shimp – Tentative webinar in Spring, will work on listserv with Jerry for grad/prof, Graduate/Professional committee had call, will like to have vendors involved

Purpose: Dare to Lead

Defer book discussion to in-person meeting.

12:00 P.M.

Adjourn

Adjournment of Meeting

With no further business to discuss, President Barkowitz declared the meeting adjourned at 12:00 PM.

Respectfully submitted by,

Jenny Cun

FASFAA Secretary