**FASFAA Executive Board Minutes**

**November 19, 2020**

**2:00pm – 3:30pm**

The FASFAA Executive Board met virtually via Microsoft Teams on Thursday, November 19, 2020 from 2:00pm – 3:30pm.

# Call to Order

President Lovett called the meeting to order at 2:07pm on Thursday, November 19, 2020.

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| --- | --- | --- | --- | --- | --- |
|  | **Voting** | **Present** | **Position** | **Last Name** | **First Name** |
| 1 | V | Y | President | Lovett | Dameion |
| 2 | V | Y | President-Elect & Nominations | Conrad | Katie |
| 3 | V | Y | Immediate Past President & Fiscal Concerns | Barkowitz | Daniel |
| 4 | V | Y | Vice President of Training | Bailey | Nadine |
| 5 | V | N | Secretary | VACANT | VACANT |
| 6 | V | Y | Treasurer | Brzozowski | Eileen |
| 7 | V | Y | Treasurer-Elect | Gross | Kylie |
| 8 | V | N | Region I Representative | VACANT | VACANT |
| 9 | V | Y | Region II Representative | Hammond | Chas |
| 10 | V | N | Region III Representative | Troche | Abigail |
| 11 | V | N | Region IV Representative | Gloster | Kimberly |
| 12 | V | Y | Region V Representative | Ly | Jessica |
| 13 | V | Y | Conference Chair / Member at Large | Bailey | Joan |
| 14 | V | Y | Federal and State Legislative Chair / Member at Large | Kruger | Wayne |
| 15 | V | Y | Global Issues / Member at Large | Daniels | Jeff |
| 16 | V | Y | Vendor/Sponsorship Coordinator / Member at Large | Dickerson | Laura |
| 17 | V | Y | Site Selection/Event Coordinator / Member at Large | Molinares | Irma |
| 18 | NV | N | Electronic Services | McMahon | Jerry |
| 19 | NV | N | Early Awareness/Outreach/Financial Literacy Chair | Lent | Kimberly |
| 20 | NV | N | Membership Chair/Volunteer Coordinator | Evans | Suzanne |
| 21 | NV | N | Scholarship / Charity Chair | King | Merrian |
| 22 | NV | N | Grad/Professional (Private/For Profit/Non-Profit) | Noblitt | Brenda |
| 23 | NV | Y | Vocational -Technical / Clock Hour | Wright | Teriann |
| 24 | NV | N | OSFA Liaison/Newsletter | Louann | Standley |
|  | NV | Y | Bookkeeper (Staff) | Francis | Gwyn |

A quorum for voting was met with 10/17 voting members present (59%). There were 11/24 members of the Executive Board present.

**Board Members Unable to Attend:** Abigail Troche, Kimberly Gloster, Jerry McMahon, Kimberly Lent, Suzanne Evans, Merrian King, Brenda Noblitt, and Louann Standley

**Vacant Positions:** Secretary and Region I Representative

**Guests:** Peter Hernandez

**Late Arrivals:** Jessica Ly, Irma Molinares, and Joan Bailey

**Early Departure:** Kylie Gross

# Old Business: Approval of Final EB Conference Call Minutes 10-15-2020

With no corrections needed, President Lovett declared the minutes passed by acclamation.

# Old Business: Long Range Strategic Planning (LRSP)

# Immediate Past President Barkowitz’s update: strategic planning committee has 27 members and is scheduled to meet monthly from December through March with a goal of presenting a plan to the board for review in April or May to present to the membership for ratification in June. The goal is building inclusivity.

# Old Business: Elections Update

President-Elect Conrad went over the available positions for 2021-2022: President-Elect, Secretary, Treasurer-Elect, and Region I, III and V Representatives. So far FASFAA has received two nominations: one for Secretary and one for Region III. The committee will meet in January and nominations will be open through the end of February.

# Old Business: Budget and Finance Update

Treasurer Brzozowski indicated that financial statements were distributed. The current financial documents are based on the hybrid budget of fall events being virtual and spring events in-person. Sponsorship Chair Dickerson confirmed that the sponsorship information has been distributed. Generally sponsorships start arriving in December, so FASFAA will need to see how sponsorships develop in the current environment. Bookkeeper Francis confirmed that the first sponsorship came in this week and will be reflected in next month’s financials. Immediate Past President Barkowitz provided informal guidance from Valencia’s General Counsel that Florida Statute 849.0935 does not apply because FAFSAA’s 50/50 raffles are only available to members and not open to the public.

**Old Business: Membership & Volunteer Update**

President Lovett provided an update in Chair Evans’ absence. FASFAA has approximately 830 members right now.

**Old Business: Global Issues**

Global Issues Chair Daniels is working on an update for the next FASFAA Newsletter.

# Old Business: Training Committee Update

Vice President of Training Bailey: planning survey for membership regarding ability to attend conference in-person. Recent trainings: financial literacy webinar by Grad/Prof Committee with approximately 51 attendees, OSFA webinar update with approximately 180 attendees, and NASFAA PJ Credential webinar with approximately 84 attendees. Webinar co-chairs are planning holiday celebration webinar in December.

# Old Business: Conference Committee Update

Vice President of Training Bailey provided update in absence of Chair Baily: committee has received nine session proposals as of Monday and is seeking more. Website was updated to remove the restriction that proposals come from members. The Office of Inspector General (OIG), Florida Office of Student Financial Assistance (OSFA), and U.S. Department of Education (ED) are confirmed to present. The National Collegiate Athletic Association (NCAA) is unavailable due to conflicts. Veterans Affairs (VA) has not yet responded to the request to participate.

# Old Business: Clock Hour Workshop Update

Chair Wright’s update: the workshop was successful with approximately 225 attendees (with about 100 from out of state). Utilized Go To Webinar for the platform. Distributed 10 Amazon gift cards – 1 per session. Currently reviewing evaluations. Chair Wright wishes to thank the Clock Hour Committee for their support and work on this event.

**Old Business: Sponsorship Update**

Already discussed during Budget/Finance update. No further updates.

**Old Business: Charity Update**

President Lovett provided in update in Chair King’s absence that the sponsorship solicitation went out and will be sent monthly. Competition among regions for will be based on percentage of participation within each region due to uneven distribution of membership.

**Old Business: Outreach & Early Awareness Update**

President Lovett provided an update in Chair Lent’s absence. Chair Lent has finished recording a FAFSA training that will be distributed to school districts in the Tampa Bay region for feedback.

**Old Business: Grad/Professional Update**

No updates.

**New Business: Vacant Positions**

Secretary Jenny Cun resigned due to accepting a position outside of financial aid and Region I Representative Shana Gore resigned due to accepting a position out of state. The terms for both positions expire in June 2020 are up for selection. President Lovett motioned to appoint Denise Asselta as Secretary and Kris Hatcher as Region I Representative. Both have prior experience in these positions.

**Motion to appoint Denise Asselta as Secretary and Kris Hatcher as Region I Representative for the remainder of the term.**

**Second: Not required.**

**No further discussion.**

**Motion passes.**

**New Business: Ollicia Anderson Scholarship**

President Lovett discussed that last year FAFSAA made a donation to Take Stock in Children. The budget has $500 allocated for a scholarship for the recipient to attend either the SASFAA New Aid Officer workshop or the FAFSAA Conference as determined by the board. Immediate Past President Barkowitz reminded the board not to lose sight of the fact this this is an award just like the other awards bestowed by FAFSAA – the scholarship is an added benefit. FASFAA should think of this as an award with a scholarship component. President Lovett will update the P&P on this topic accordingly.

**New Business: P&P Appendix Review Volunteers**

President Lovett is looking for volunteers to review. Past President Barkowitz and Region V Representative Ly volunteered to be a part of the task force.

**Adjournment of Meeting**

With no further business to discuss, President Lovett declared the meeting adjourned at 3:29 PM.

Respectfully submitted by,

Eileen Brzozowski

FASFAA Treasurer