



**FASFAA Executive Board Minutes**  
**April 16, 2024**  
**11:00 a.m. – 12:00 p.m.**

The 2023-2024 FASFAA Executive Board met virtually via Teams on Tuesday, April 16, 2024

**Call to Order**

President Dameion Lovett called the meeting to order at 11:02 a.m.

<b>Voting</b>	<b>Present</b>	<b>Position</b>	<b>First Name</b>	<b>Last Name</b>
V	Y	President	Dameion	Lovett
V	Y	President-Elect & Nominations	Kamia	Mwango
V	Y	Immediate Past President & Fiscal Concerns	Nadine	Bailey
V	Y	Vice-President of Training	Jessica	Ly
V	Y	Secretary	Susan	Ambridge
V	N	Treasurer	Arminta	Johnson
V	Y	Treasurer-Elect	Chrissy	Gass
V	Y	Region I Representative	Angelica	Coonts
V	Y	Region II Representative	Alisha	Hunt
V	Y	Region III Representative	Karissa	Lawson
V	Y	Region IV Representative	Merrian	King
V	Y	Region V Representative	Joseph	Gonzales
V	Y	Conference Chair/Member at Large	Joan	Bailey
V	N	Federal and State Legislative Chair/Member at Large	Egan	Hanson
V	Y	Global Issues/Member at Large	Brenda	Ilojirole
V	N	Vendor/Sponsorship Coordinator/Member at Large	Becky	Davis
V	Y	Site Selection/Event Coordinator/Member at Large	Irma	Molinares
NV	Y	Conference Co-Chair	Christina	Heritage-Acosta
NV	Y	Co-Site Selection/Co-Event Coordinator	Laura	Dickerson
NV	Y	Electronic Services	Eddie	Schworn
NV	N	Early Awareness/Outreach/Financial Literacy Chair	Ilia	Cordero
NV	Y	Membership Chair/Volunteer Coordinator	Jody	Walker
NV	N	Scholarship/Charity Chair	Jonathan	Reynolds
NV	Y	Grad/Professional (Private/For Profit/Non-Profit)	Melissa	Toohey
NV	Y	Vocational-Technical/Clock Hour	Jeanne	Schurman
NV	Y	OSFA Liaison	Shawn	Haskin

Quorum for voting was met with 14/17 voting members present (82%). There were 21/26 members of the Executive Board present.

**Board Members Unable to Attend:** Arminta Johnson, Egan Hanson, Becky Davis, Ilia Cordero, Jonathan Reynolds.

**Guests:** N/A.

**Leaving Early:** Angelica Coonts left prior to the nominee slate discussion and vote and returned later.

### Approval of Prior Meeting Minutes

**Review of Board Meeting Minutes** from March 25, 2024: Susan Ambridge.

Hearing no discussions, President Lovett declared the minutes from the Executive Board Meetings on March 25, 2024, passed by acclamation. The minutes will be posted to the website.

**Old Business** None

### New Business

**a.) Membership and volunteer update (volunteer forms and conference volunteers).**

- Chair Jody Walker: There are currently 197 registrants for the FASFAA Conference and 62 have expressed interest in volunteering. This weekend, volunteer assignments will be completed, and volunteers will be emailed.
- Jessica may be adding more moderators to the agenda. Irma suggested that vendors may also be interested in moderating sessions. Jody and Jessica will connect to work on more details.
- An event for new members is being worked on for the conference. More details will be sent soon.

**b.) Conference Committee and Pre-Conference Updates**

- Joan Bailey shared with the Board that the conference planning is on track and finalizing last minute details.
- The Conference Committee will meet again in two weeks.
- So far, there are 43 registered in the Director's Summit.
- An email was sent to all past presidents last week to promote the conference.
- Room reservations are going well with registrants, the cutoff to register for the hotel is April 29<sup>th</sup>.
- There will be discussions with the hotel on the cost per night hold on credit cards for incidentals.
- Irma is working with the hotel to finalize meal choices.
- The color guard details have been finalized.
- Guest speakers have been secured and finalized.
- Joan is sending a request to NASFAA to do a presentation or provide updates.
- Emails have been sent to the Board for presentations to be submitted.
- Currently trying to locate easels for FASFAA signage for the conference.
- Jessica is almost finished recruiting presenters.
- Karissa and Angelica will connect with presenters to get bios and other needed information. Deadline for submissions of information is May 3<sup>rd</sup>.
- Angelica will be connecting with moderators soon with more information.

**i.) Conference Entertainment Contract**

- Chair Brenda Ilojirole. The Board discussed the Contract for DJ Services, which was emailed to the Board prior to the meeting.
- The contract was updated with the amount of insurance and services included.
- Entertainment will be provided on May 23, 2024, from 7:00 p.m. to 10:00 p.m.
- Services primarily provided will be musical entertainment.

- The DJ has questions that Brenda will send to President Lovett, Joan, and Irma for more information.

**Motion by Conference Committee to accept the Contract for DJ Services for the FASFAA 2024 Annual Conference on May 23, 2024.**

- Second: None.
- Discussion: None.
- The motion approved by all attending voting Executive Board members to accept the contract for DJ services for the FASFAA 2024 Annual Conference.
- President Lovett will sign the contract.

**c.) Nominations Committee**

President Lovett sent the Slate to the Executive Board, excluding any current Executive Board members, prior to the meeting for review.

President Elect Mwango shared that the Nominations Committee has selected a slate of candidates for the 2024-2025 FASFAA elections. Candidates will be for President Elect, Vice President of Training, Treasurer Elect, Region II Representative and Region IV Representative.

**Motion by President Elect Mwango on behalf of the Nomination Committee to present the slate of candidates for the 2024-2025 elections that will be placed onto the ballot.**

<b>Position</b>	<b>Candidate Name</b>
<b>President-Elect</b>	Egan Hanson Kevin McCray
<b>Vice President Training</b>	Amethyst Castro Angelica Coonts
<b>Treasurer Elect</b>	Josh Breed Sedrick Brinson
<b>Region II Representative</b>	Marie Guerra-Rosado Marlene Jones
<b>Region IV Representative</b>	Carola Mann Amanda Livingston

- Discussion: President Mwango explained that the vote is for the entire Slate and not by individual candidates.
- Motion passes with Executive Board vote of 8-0 and full approval by all attending voting members.
- Eddie will post the nominees on the website and President Elect Mwango will send the announcement on Friday to the membership.

**Other Business and Updates**

President Lovett needs the Bonnie Pirkle scholarship list today from those who have not submitted them yet.

## **Adjournment of Meeting**

With no further business to discuss, President Lovett declared the meeting adjourned at 11:59 a.m.

Minutes submitted by,  
Susan Ambridge  
FASFAA Secretary

President Lovett called the Executive Session to order at 12:00 p.m.

**Action Item:** to President Lovett presented the nominees for Honorary Lifetime Membership, Lifetime Service Recognition and Distinguished Service Awards to be given at the annual conference.

Motion Carries. Executive Session adjourned at 12:20 p.m.