NeASFAA Sept 14, 2012 Minutes

Present: Tom Ochsner, LeAnn Hoffman, J. Ritchie Morrow, Lani Swanson, Don Buehrer, Lisa Gdowski, Misten Thompson, Ray Miller, Sara Christensen, Matt Petr, Matt Johnson, Marty Habrock

The meeting was called to order at 10:02 by Tom Ochsner.

Matt Johnson moved to approve the agenda. LeAnn Hoffman seconded the motion. The agenda was approved.

The minutes from the July 9, 2012 board meeting were distributed and reviewed by the board. There were no revisions or additions. LeAnn H. moved to approve the minutes. Matt Petr seconded the motion. The motion was approved.

Officer Reports

**President:** Written report provided. Tom reports that Rose Ohlsen will no longer be able to chair the Finance and Audit committee. Janet Dodson has agreed to chair this committee. Janet had some personal business to attend to which did not allow her to attend this meeting. Randy Sell was also recruited by Tom to help perform the audit. At this point the audit should have been performed, but with all of the changes in this committee, this has not been done. Tom is looking out for this to make sure this happens as soon as possible.

**Past President:** No Report

**President Elect:** LeAnn reports that she has a full ballot. In many cases volunteers were hard to come by. It was at this time that she took the opportunity to suggest that the current secretary run for president elect. He did not immediately respond, but told her that he would get back to her on that.

**Treasurer:** Marty passed out a budget and balance sheet. Marty reports that he is receiving membership income. To date he has received $7,825 in membership dues, $150 in sponsorship dollars and $1,000 in Exhibitor fees. There have not been any expenses come in recently that needed payment.

**Secretary:** Matt reports that he is sending a card to Janet Dodson. The card was passed around at the board meeting for those in attendance to sign.

Sector Representative Reports

**Private Career:** Sara sent an email to her sector. There were no responses. She received several emails bounced back that she is working to get corrected or updated. She is looking to make phone calls to some of her sector members to ask them about what they would be interested in seeing NeASFAA do for and offer to them.

**Two-year Public Institutions**: Hylee reported to Lisa Gdowski that she would be unable to make it to the meeting. She had emailed her sector and had reported some membership updates to the Membership committee.

**Private Colleges and Universities**: Misten reports that she emailed her sector. She received no responses. She intends to make some calls to her sector.

**Four-year Public Colleges and Universities**: Matt reports some conference session ideas from his sector. Some of the ideas we discussed were: a Perkins session for the business officers, the new shopping sheet, Craig Munier suggested some material from the Reimagine Aid Committee and now that we are all in DL perhaps having some presenters from the DL Coalition. Susan O’Flaherity and Lisa DiCarlo were suggested as possibilities to have remote in via telephone or internet from the DL Coalition.

**Associate Membership**: A written report was provided with the newly developed Sponsorship Pledge form attached. Don reports that he is attempting to rebuild the member listing for his sector. Because Mary Jo Smith could not complete her term with the exit of US Bank from student loans, there was a break in the continuity and any listing of potential sector members. Don has recruited Stacy Seim to help rebuild this list and has begun to reconstruct this data. At the point he started this project there were 15 identified members. As he has continued to research potential members the list has grown to 71 potential organizations in the sector. He has started to contact them and has already received response from four organizations.

Committee Reports

**Association Governance**: No Report.

**Awards:** Written report provided. Corrine asks that we continue to promote nominations. It was suggested that we especially tune into potential award nominations as we observe our fellow members at the upcoming RMASFAA conference.

**Communications:** Lani reports that she had emailed the questionnaires to the board members to begin some membership highlights. She had received most of them back with a couple of exceptions. She has been charged with getting a newsletter out to the membership by November. Lisa Gdowski will be working with Lani to get the new member names so that she can communicate with the new members and send them questionnaires in an attempt to get to know some of our new members in this fashion.

**Corporate Development**: No further report.

**Finance and Audit**: No Report.

**Membership:** Written Report was provided. In this report FAME, a Student Information Systems software company, applied for membership. There are some Nebraska schools that use this software as indicated in our discussion. LeAnn moved to accept FAME’s membership application. Matt P. seconded the motion. The motion carried.

The membership report also lists several updates to the membership listing with regard to name changes and updates. These updates are being made to our online membership listing. One notable change is that the Nebraska College of Technical Agriculture listing will need to now be reconfigured to come in under UNL’s listing with the individual members listed accordingly. This report also lists the members who have not yet paid 12/13 dues.

**Nominations and Elections**: No further report.

**PDC:** Written Report provided. Ray stated that the support staff workshop will be at Southeast Community College on November 2, 2012 beginning at 8:30. The committee is attempting to be especially mindful of the members from the Great Plains Collector’s Network to make them feel welcome and included in NeASFAA especially with regard to the conference planning. The committee is thankful for the input of the business office staff on the committee.

The Board discussed during the PDC report raising the cost for both the Support Staff Workshop and perhaps for the Spring Conference. It was suggested that perhaps we could raise the support staff cost to $30 as this cost has not been increased for several years.

Ray asked the Board’s opinion about the site for the 2014 Spring Conference. It was suggested that perhaps the committee could look at Divots in Norfolk again as the attendees seemed quite pleased with the accommodations at the conference.

Old Business

In our continued discussion about getting volunteers and developing leadership, Matt J brought up a suggestion from the membership that perhaps it would be good to send the President Elect Elect to the NASFAA leadership conference so that the leadership skills and thought processes could be started in this person earlier rather than immediately before the president elect begins their term as president. This developed into a conversation about perhaps just always sending 2 persons to the NASFAA leadership conference. As this conversation developed, LeAnn moved to send the president elect elect to the leadership conference. She withdrew this motion as discussion about simply always sending two persons developed. As a result LeAnn made a new motion as follows: NeASFAA will budget to send two persons per year to the NASFAA Leadership Conference. The two persons will be sent at the discretion of the Board as recommended by the President. Matt P seconded the motion. As the Board continued their discussion there was concern about the financial ramifications of continuing to dip into the reserves to accommodate this directive. The budget is pretty tight and most of our conferences and other activity runs right about at break even. There was no consensus on what the real impact on the budget would be. Matt J moved to table the motion. Marty seconded the motion. The motion carried. Marty has been directed to look at the previous 3 or so years of budgets to see whether our reserves have shrunk or grown in the last few cycles. With this information we will take back up the motion made by LeAnn.

New Business

We discussed how we might pose the question about what members expect, need, and want from the Association. There appears to be a need to foster more networking within the association. To that end, Tom will be contacting Terri Graham about the letter that was sent to financial aid directors when we invited the business officers to the conference. We wanted to see how this was written and what was said to perhaps do another round of invitations. In addition, it would be a good idea for our sector reps to continue asking for dialog among their member schools about what NeASFAA is not, or is, doing to assist them in their daily work.

The tentative next meeting will be held on the Kaplin Campus1821 K Street Feb 1, 2013 at 10am.

Adjournment: LeAnn moved to adjourn. Marty seconded the motion.