**NeASFAA Board of Director’s Meeting**

**March 22, 2016 The Cornhusker Mariott, Lincoln NE**

Present: Becca, Matt, Peggy, Beth, Kay, Marty, Wendi, Kent Linda, Stacie S., Stacy D., Ritchie, Heather, Angie, Taryn, Melissa, Gina, Renee.

Kay called meeting to order at 1:10pm.

Matt moved to approve agenda, Marty seconded. Agenda was approved.

Becca moved to approve minutes, Wendy seconded. Minutes approved.

**Officer Reports**

President: written report attached. Provided highlights from RMASFAA. Reported that NASFAA is making improvements to the Compliance Module – phase II released this summer. Reminder that RMASFAA evening starts at Mt. Rushmore and that scholarships are available for Summer Institute. RMASSFA is proposing to change Vice President position and treasurer position – looking at moving them to two year positions- RMASFAA – the changes would be changes to bylaws and requires approval of association.

President Elect written report attached. Adjustment to President Elect budget due to three attending Leadership conference and increase expenses in travel to South Dakota:

Past President: no written report

Treasurer: no written report

Secretary: no written report

Historian Report: no written report

**Sector Representative Reports**

Private Career: no written report and no updates

Two-year Public Institutions: no written report – emailed sector no response

Private Colleges and Universities no written report

Four-year Public Colleges and Universities: written report attached - requested that LB726 discussed at sector meetings – LB 726 requires annual loan disclosures and projected payments and payoff amounts – effective in 2017-2018

Also requested that sector reps review 529 plans and if schools review for conflicting information

Associate Membership: no written report

**Committee Reports**

Association Governance: no written report

Corporate Development: no written report – Report that we have one more vendor than last year, Citizens Bank and Discover loans is participating. Reminded Board about philanthropy project

Finance and Audit: Finance and Audit: no written report -worked on budget

Membership Communications: written report attached. Group met to work on new attendee’s breakfast – also had discussion on Hello NeASFAA and what the definition of an “Institution” is. Discussions took place about approving U-Fi ‘s membership.

Nominations and Elections: written report.

Professional Development and Recognition: Reported 82 attendees at conference. 19 first time attendees. Did not meet block rate – will need to come out of pocket of $3900 due to not meeting block rate. Discussed revisiting room block for 2017 conference- Becca will contact Hotel. 2017 conference is March 29th – board meeting and March 30, 31st is conference.

**Continued Business:**

Spring Conference – looking forward to a wonderful conference – good agenda – good motivational speaker – Moved happy hour by the vendors to encourage communication with vendors. Kent explained

Website statistics: Website committee is working on pulling statistics. Kay mentioned that website needs to be reviewed.

Hello NeASFAA – Review request from previous board meeting and decision was made that the – President will assign to members of the board.

**New Business:**

2016-2017 Budget – Discussed proposed budget. Discussion took place on credentialing- will be advertising it as a cost savings to institutions. Fall training budget now includes credentialing suggested increase to $50.00 registration fee.

Proposed budget for 2017 conference – 50th anniversary conference Discussion took place on doing something special for 50th conference. Discussed inviting Alumni back to be guest speaker. Fun awards have been included in Entertainment expense. Discussed conference fees and expenses as they relate to the 2016-2017 budget. Board settled on $150.00 conference registration fee, $4000 speaker expense and meal expense of $12,600.

Ufi membership: Ufi paid membership fee with exhibitor fee but no formal application was submitted. Discussion took place on accepting Ufi membership. Becca moved to accept Ufi as an Associate Member. Stacie seconded. No further discussion. Motion Approved to accept Ufi as an Associate Member.

Matt moved to adjourn the meeting. Wendy seconded. No further discussion. Kay adjourned the meeting at 3:06pm

Kay reconvened the Board meeting at 3:37pm.

Matt moved to approve the 2016-2017 budget with changes including, moving the registration fee to $150.00, decreasing speaker expense to $4000 and decreasing meal expense to $12600. Beth seconded the motion. No further discussion. Motion passed.

Matt moved to adjourn the meeting. Wendy seconded. Motion passed. Kay adjourned meeting at 3.45pm.

Agenda

NeASFAA Board of Directors Meeting

Tuesday, March 22, 2016 @ 1:00 pm

Cornhusker Hotel, Lincoln, NE

Call to Order

1. Approval of Agenda
2. Approval of minutes from January 2016
3. Officer Reports
4. President, Kay Dinkelman
5. President Elect, Beth Sisk
6. Past President, Matt Johnson
7. Treasurer, Marty Habrock
8. Secretary, Stacy Dieckman
9. Sector Representative Reports
10. Private Career, Heather Kester
11. Two-year Public Institutions, Sheila Johns
12. Private Colleges and Universities, Wendy Matulka
13. Four-year Public Colleges and Universities, Becca Dobry
14. Associate Membership, Stacy Seim
15. Committee Reports
16. Association Governance, Matt Johnson
17. Corporate Development, Kent Wolfe
18. Finance and Audit, Gina DeJong
19. Membership Connections, Renee Besse & Lani Swanson
20. Nominations and Elections, Beth Sisk
21. Professional Development & Recognition Committee, Peggy Tvrdy

1. Continued Business
2. Spring Conference
3. Website - statistics
4. “Hello NeASFAA” write ups to Board and Committees

1. New Business
2. 2016-2017 Budget

1. Adjournment

**Officer Reports**

**President**

President’s Report

NeASFAA March 22, 2016 Board of Directors’ Meeting

I recently attended the RMASFAA winter board meeting, held March 4-5, 2016 in Denver, CO.  Some items of interest from the BOD meeting were an update from Art Young on NASFAA activities.  He indicated that the NASFAA-FSA relationship was still strained, but Justin was working on improving this.  He also discussed the upgrades that NASFAA is planning to their Compliance module (which will allow online assignment of P & P sections to staff and completion reminders).  The conference committee gave an update on the annual conference that will be held October 23-26, 2016 in Rapid City, SD.  They encouraged everyone to be there in time to attend the opening, which will actually be at Mt. Rushmore (where the state pictures will be taken).  The Diversity & Multicultural Initiatives Committee encouraged us to remind our members that scholarships are available for the Summer Institute and Leadership Pipeline.   The Leadership Pipeline will have a new format to introduce mentors and mentees and how to connect throughout the 2016 RMASFAA Fall Conference.

Changes to the Vice President and Treasurer positions were discussed.  The proposal for Vice President was to change the position (currently under-utilized) to be a two-year position, where the Vice President-elect would serve as vice-chair of Finance and Audit and the Vice President would serve as chair of Finance and Audit.  It was also proposed to make the Treasurer a two-year position, where the Treasurer-elect would assume responsibility for accounts receivable and the Treasurer would mentor the Treasurer-elect and retain responsibility for accounts payable.  Both proposals would require changes to the Bylaws and approval by the membership.  Another proposed action was to revise the membership dues structure to be based on institution size.  This proposal would be distributed to the membership for review/discussion at least 30 days before a vote by the BOD.

Respectfully Submitted

Kay Dinkelman

NeASFAA President

President Elect

March 21, 2016

President-Elect Report – Beth Sisk

NeASFAA 3/22/2016 Board of Directors meeting

I have been working as a member of PDRC to help plan this year’s conference while also thinking about next year’s 50 anniversary conference.

I put together the 2016-2017 budget estimate for the President Elect position, which was higher than this year’s budget because of two main expenses: the cost of three people attending the Leadership Conference in Washington, DC compared to two people. Treasurer, President Elect and President Elect elect will need to attend in 2017. The other increased expense is from the high cost of travelling to the RMASFAA Conference in Rapid City, SD compared to last year in Denver, CO.

As a member of the Finance and Audit Committee, we met and came up with a budget proposal for our meeting.

Past President

No written report

Treasurer

No written report

Secretary

No written report

**Sector Representative Reports**

Private Career

No written report

Two Year Public Institutions

No written report

Private College and Universities

No written report

Four Year Public Colleges and Universities

March 18, 2016

Four Year Public Sector Report

Email sent out to sector asking for updates, concerns or issues that need to be addressed.

Received two items for discussion during the sector meetings:

1. How do institutions record or account for the 529 college savings plans
2. LB726 and the high possibility that it will pass.  LB726 will require an annual loan disclosure to be sent out to students.  The disclosure would include how much the student has borrowed, what loan repayment will be, and projected future pay off amount.  If LB726 passes, it would become effective in the 17/18 year.  The first debate will happen on 3/18.

Respectfully Submitted,

Becca Dobry

Four Year Public Sector Representative

Association Membership

No written report

**Committee Reports**

Association Goverance

No written report

Corporate Development

No written report

Finance and Audit

Finance and Audit Committee Report

March 22, 2016 Meeting

Budget requests forms were sent to the NeASFAA Committees and Board officers on February 10th. The Finance and Audit committee met on March 14th and prepared the 2016-17 budget proposal. Copies of the proposed budget have been made available.

Respectfully submitted,

Gina DeJong

Finance and Audit Committee Chair

Membership Connections

Membership and Communication Committee

NeASFAA

Board Report – March 22, 2016

Submitted by:  Renee Besse and Lani Swanson, Vice-chairs

* Committee Meeting February 16th.
* Planned for our participation in the  First Time Attendees breakfast at Spring Conference
* Reviewed the definition an “institution” for membership purposes.  The by-laws have been updated to reflect the vote taken Spring 2011 which defines and institution by E-Code.
* Discussed President’s request to assign “Hello NeASFAA” articles throughout the year.  Based on feedback from the committee we followed up with President-Elect, Beth Sisk who agreed to manage this responsibility.

Nominations and Elections

March 21, 2016

Nominations and Election Committee Report – Beth Sisk

NeASFAA 3/22/2016 Board of Directors meeting

Within a few days after the last board meeting, all 2016-2017 board members were notified of their election. Janice Volker and Stacy Dieckman were unable to attend NASFAA’s leadership conference this year and will plan to attend next year.

Professional Development & Recogniton

PDRC Report

NeASFAA Board Meeting

Tuesday, March 22, 2016

The PDRC has been working hard to put an outstanding spring conference together.  It has been several years since the conference has been held in Lincoln.  We have 82 people registered for the conference of which 19 are first time attendees.

Although the attendance is up over prior years, the committee suggests that we continue to hold the conference in April going forward.  Due to the busy awarding season in the financial aid offices we think April is a better time and we may have increased our attendance numbers as well.

As a result of the conference being held in Lincoln, we did not meet our minimum room hotel block.  We needed to have 84 books over the two nights and we only have 44.  Most people from within an hour of Lincoln are driving back and forth.  We will have to pay the Marriott approximately $3900 depending on what the final rooms end p being.  (84 minimum – 44 booked = 40 rooms \* $99 room rate = $3900).  The PDRC may need to request a variance for the conference based on this; it will depend on how much the food bill turns out to be.

Previously we requested a variance in the budget for food costs; however that was based on 100 people attending the conference and since there is only 82 registered, we may come in lower on the final costs which would offset the variance for the room block not being met.

We are fortunate to have a great line up of speakers at a very minimal cost to the association.  Brett Lief is here on NSLP/Inceptia business so no cost has been incurred for his speaking engagement; and Craig Munier’s federal update is also at no cost to the association.

The committee has been great to work with and willing to do whatever it took to provide the best training possible.

Respectfully submitted,

Peggy Tvrdy