

Agenda
NeASFAA Board of Directors Special Meeting
Friday, March 13, 2020 @ 11:00 pm CST
Conducted via Zoom

Call to Order

- I. Roll call
- II. Approval of Agenda
- III. Consideration of recommendation by PDRC committee regarding March 25-27, 2020, NeASFAA Spring Conference at Divots Conference Center, Norfolk, NE, due to COVID-19 coronavirus concerns
- IV. Other considerations
 - A. Communications required
 - a. Presenters
 - b. James Broscheit
 - c. Exhibitors
 - d. Philanthropy project
 - e. Registrants/general membership
 - f. Others?
 - B. Updates from NASFAA, ED, RNASFAA, and CCPE, proceed with or record and post on website?
 - C. Refund policy and instructions to registrants
 - a. P&P states that President and Treasurer approve if within 15 days
 - D. Cancellations
 - a. Divots
 - b. Registrant room reservations
 - c. Speaker
 - d. Others?
 - E. Plan for credentialing
 - F. Scheduling of spring board meeting
 - G. Scheduling of transitional meeting
 - H. Scheduling of annual member business meeting
 - a. 14 day notification requirement
 - b. Proxies
 - I. First meeting of new board to ratify election results
 - J. Conference awards
- V. Waiver of Notice requirement
- VI. Other business
- VII. Adjournment

Board Director check one:

- Agree to waiver of 14-day notice for special meeting
- Objection to transaction of business

Signature:

Printed Name and Office:

Date:

Submit signed document to Secretary.

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Call to Order: Sheila called the meeting to order at 10:03am.

Present: Marty Habrock, Renee Besse, Sarah Standley, Janice Volker, Shareen Thewke, Kimberly Vanosdall, Doug Watson, Sheila Johns

Non-voting members present: Stacy Seim, Justin Brown, Ritchie Morrow, Lani Swanson

Not present: Everyone is here!

Approval of Agenda: Motion to approve by Shareen, second by Kim. Motion carries

Consideration to proceed with or cancel March 25-27, 2020, NeASFAA Spring Conference at Divots Conference Center, Norfolk, NE, due to COVID-19 coronavirus concerns: With all considerations of Covid19, we want to make sure that we are protecting the safety of our membership. NASFAA credentialing can be done online through May 2020 per communication from NASFAA training staff, but at this point we are going to pause on offering the credential because there are individuals who do not have the proper technology to attend. We may decide to offer more credentials during 2020-2021 in light of this.

Motion by Doug to (1) cancel the in person NeASFAA 2020 Spring conference and (2) instead offer various presentations (as determined by PDRC) via Zoom for the entire NeASFAA membership, and (3) to hold the annual Association Business meeting on Friday March 27th at noon central via Zoom. Renee seconded. No further discussion. Motion carries.

Motion by Renee to cancel the credentialing sessions that were scheduled in March and April 2020. Second by Doug. Motion carries.

Other considerations:

Communications required – PDRC is going to handle communication with all involved (listed below) to let everyone know about the cancelation.

- A. Presenters
- B. James Broscheit
- C. Exhibitors
- D. Philanthropy project
- E. Registrants/general membership
- F. Others?

Updates from NASFAA, ED, RMASFAA, and CCPE, can we record or schedule webinar? Justin Draeger has agreed to provide a NASFAA update via Zoom.

Refund policy and instructions to registrants - P&P states that President and Treasurer approve if within 15 days: Janice has only deposited four payments, so she is going to refund those four. The rest of the payments she received

are just going to be voided. The President (Sheila) approves the refund of registration fees for all registrants. Stacy is going to communicate with those who have registered and explain what is happening with refunds. The Treasurer will either return the paper check, or if it's already been deposited, NeASFAA will refund them. Motion by Kim to waive the requirement that registrants/exhibitors request the refund and instead, NeASFAA will just go ahead and refund everyone. Second by Marty. Motion carries.

Cancellations – PDRC is going to handle canceling everything with Divots, including everything listed below. Fortunately, Divots is not going to charge us anything for canceling.

- A. Divots
- B. Registrant room reservations
- C. Speaker
- D. Others?

Offer credentialing online with NASFAA's approval, including April session? As discussed above, we will hold off on credentialing sessions for now. We may plan to offer sessions at a later date.

Scheduling of Spring board meeting: We would like to still hold the meeting at 1pm on Wednesday March 25th. Sheila will send a Zoom link out to everyone involved.

Scheduling of transitional meeting: Renee would like to have the transitional board meeting via Zoom on Thursday March 26th maybe around 1:00 or so. Details will follow.

Scheduling of annual member business meeting: Sheila will send out an email to the entire listserv about the annual Association Business meeting.

- A. 14 day notification requirement
- B. Proxies

First meeting of new board to ratify election results: We will also try to hold his meeting via Zoom.

Conference awards: Sheila will include the awards in an email to the listserv.

Waiver of Notice requirement: Everyone is going to get their waivers to me, and I will put them all in a document for the dropbox.

Other business: None.

Adjournment: Motion to adjourn by Marty. Second by Shareen. Motion carries. Meeting adjourned at 11:44am central.

Check one:

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Signature: *Douglas G Watson*

Printed Name and Office: *Douglas G. Watson, Private Sector Rep.*

Date: *3/13/20*

Submit signed document to Secretary.

From: [Janice Volker](#)
To: [Sarah Standley](#)
Cc: [Sheila Johns](#)
Subject: RE: NeASFAA Special Meeting Waiver
Date: Tuesday, March 17, 2020 10:24:12 AM
Attachments: [Agenda BOD 3.13.20-waiver.docx](#)

Due to COVID-19, I am working from home and I do not have access to a printer/scanner. I noted that by my signature block. If you truly need a signature, you could mail me the form and I can return via mail.

From: Sarah Standley <sarah.standley@unl.edu>
Sent: Tuesday, March 17, 2020 9:55 AM
To: Janice Volker <jvolker@unomaha.edu>
Subject: NeASFAA Special Meeting Waiver

Hi Janice!

Could you send me your waiver quick? I attached the agenda for your convenience, the waiver is at the bottom!



Sarah Standley

Student Services Coordinator

University of Nebraska–Lincoln

Husker Hub

PO Box 880411

Lincoln, NE 68588-0411

[phone: 4024722030](tel:4024722030)

fax: 402-472-9826

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Signature:

Kimberly Vanosdall

Printed Name and Office:

Kimberly Vanosdall

2-year Public Sector Rep
~~Assoc~~

Date: 3-13-20

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Signature: *Marty Habrock*

Printed Name and Office: *Marty Habrock, Past President*

Date: *3-13-2020*

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Signature:



Printed Name and Office: Renee Besse –NeASFAA
President-Elect

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Sarah Standley
Sarah Standley, Secretary

3/13/2020

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Printed Name and Office: Shareen Thewke Associate Sector Rep

Date: 3/13/20

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Signature:

Sheila R. Johns

Printed Name and Office:

Sheila Johns, President

Date:

3-13-2020

Submit signed document to Secretary.