WASFAA Executive Council Meeting
The Benson, Portland, OR
February 25, 2010

Present: Nichole Doering, Ashley Munro, Adam Hatch, Marianna Deeken, Kay Soltis, Wendy Olson, Tracy Lehman, Jannine Oyama, Colleen MacDonald, Barbara Bickett, Patti Brady-Glassman, Karen Driscoll, Tami Sato, Karla Gonzalez, Pat Peppin, Mindy Bergeron, Sandi Guidry, Leonard Walker, Grace Smith, Steve Herndon, Peter Miller, Luhui Whitebear, Sue Shogren

Mindy Bergeron called the meeting to order at 1:03 p.m.

Introductions. Proxies identified: Peter Miller for Renee Davis, Catherine King-Todd for Howard Fischer, Leonard Walker for Lori Tiede

Election results announced. President Elect: Kay Soltis; Vice President: Adam Hatch; Secretary: Luhui Whitebear; Treasurer: Peter Miller; Rep-at-Large, Ethnic Diversity: Jackie Alleyne-McCants

Agenda reviewed. Peter Miller made a motion to approve the agenda. Jannine Oyama seconded. Vote: all in favor

November 2009 minutes reviewed. Peter Miller made a motion to approve the November 2009 minutes. Barbara Bickett seconded. Vote: all in favor

April 2009 minutes discussed. Colleen MacDonald will send the Executive Council minutes to Luhui Whitebear. Karla Gonzalez will send the Business meeting minutes to Wendy Olson and Luhui Whitebear.

To-Do list reviewed. Incomplete “to-do’s” will be added to February list.

Treasurers Report:
Peter Miller passed around updated Treasurer’s report. Not much has changed since last meeting in November. A little revenue came in from Conference and FD. Vanguards are going back up. Treasury Bill still out there. Second page of budget versus actual. Moved a charge from Volunteer Development to Membership to balance budget. FY2009 budgeted of year was $-42,915. Trying to adjust budget this year to keep a positive year-end. Wendy Olson asked for clarification of committees staying in budget, it was the revenue that didn’t meet budget. Peter Miller confirmed this was the case.

Steve Herndon: gives a good indication of how much in asset reserves we used.

Peter Miller: balance sheet reviewed. Included is a year-end Vanguard statement. Alaska airlines miles reviewed that shows where WASFAA is saving money on airline tickets. Mileage accumulation reviewed.

Karen Driscoll made a motion to accept the Treasurer’s report. Leonard Walker seconded. Vote: all in favor. Motion passed.
Fiscal Planning:
Steve Herndon: talked about a number of things. 2009 activity had to draw on nearly $43,000 on asset reserves. On the onset of 2010, looked at needing over $50,000 from asset reserves. Some changes were made. Current committee chair budget revision requests were reviewed. 1 request from EDAC to reallocate scholarships for Conference and SI since MLI is not happening in 2010, and increase of $1000 to help cover conference opening activities and EDAC sessions.

Karla Gonzalez went over what the expenses would be used for. There is currently no budget. The local Tribe is helping do the opening. The session presenter is not charging a fee, but needs travel and room. Asked Peter Miller about using miles for her ticket, and asked Wendy Olson about a comp room. $250 of the request is for the Tribe, and the rest for session presenter.

Wendy Olson clarified that the $250 would be covered by Conference Committee.

Colleen MacDonald asked for policy clarification that we cannot pay for members to attend conference.

Mindy Bergeron: the presenter is not officially in Financial Aid.

Peter Miller: this is not a WASFAA policy.

Nicole Doering: on conference committee, not paying for any presenters to attend. Is anyone who is attending able to do the sessions?

Karla Gonzalez: would anyone on the EC be able to do two diversity sessions?

Nicole: she may be a great session presenter, but committee has told other presenters that travel would not be paid for.

Karla Gonzalez: she is not attending conference, she would just do the sessions.

Nicole Doering: will we get in trouble for paying for her travel if we’re telling other presenters no?

Colleen: EdFund may have a session that meets the same needs.

Tracey Lehman: do we pay for keynote speakers?

Peter Miller: we could pay her for presenting, and she would then pay her own travel.

Wendy Olson: it would come out of the EDAC budget, not the Conference budget.

Adam Hatch: other presenters may find out that her travel was covered.

Karla Gonzalez: was unaware that other presenters were told no and just found out what her fee is.

Mindy Bergeron: can talk to her and come up with option B.

Steve Herndon: is there time to find someone else?
Pat Peppin: suggestion to have funding in EDAC budget for things like this.

Nicole Doering: just comes back to the fact that we have already told people no. All areas are having a hard time getting presenters.

Adam Hatch: would EDAC have a hard time getting someone else in time?

Colleen MacDonald: what about looking for someone from the local universities?

Karla Gonzalez: for clarification, no presenters are being paid or have travel covered, correct? Nicole Doering verified this is correct.

Kay Soltis: can ask someone from her campus if she can help.

Sandi Guidry: in the past, EDAC has always had money. If this was the case, we wouldn’t even be having this discussion.

Peter Miller: EDAC has always been the exception to the rule. Have had diversity openers before that have been at the Conference’s expense. Have to look at diversity focus WASFAA has.

Ashley Munro: suggests that we look at list of people that have already registered and see if anyone attending can present.

Karen Driscoll: We have a person donating her time. It seems like we can pay for her room so she can be refreshed.

Wendy Olson: if she is coming to the Conference as a gift of her time to the organization, and not for professional development, doesn’t see a problem with this.

Steve Herndon: Have redistributed funding for scholarships and moved money from MLI to cover the $1000. Next, Volunteer Development asked for an additional $200 for the Newcomers Reception. Fiscal Planning suggested increasing by $500 to allow some funds for the incoming chair. Next was Historical Archives, the storage space fee of $600 was not included in the original budget proposal. Talked with Wendy Olson about the Conference. Revised budget based on new attendee projection of 225 people.

Peter Miller reviewed the revised total 2010 budget.

**Jannine Oyama made a motion to approve the revised 2010 budget. Nichole Doering seconded. Vote: all in favor.**

Steve Herndon: looking at maximizer account. Quite a bit in there right now, but some will be used to cover Conference expenses. Currently using temporary $250,000 FDIC coverage. Need to spread the money over different accounts to meet the normal $150,000 FDIC coverage. President-elect and Treasurer will identify accounts to move money into. Also need to look at Treasury Bills. Not generating very much in interest. Peter Miller will be looking at different investments to gain better interest income.
Adam Hatch made a motion to pursue new accounts with two banks for maximizer account and look into CD’s once T-Bills mature. Ashley Munro seconded. Discussion: Mindy Bergeron requested clarification of why credit unions are not being used. Steve Herndon explained the restrictions on credit unions regarding membership structure. Vote: all in favor. Result: motion passed.

Steve Herndon: reviewed WASFAA Investment policy. First part is about how money is invested. Second part is about if an investment manager is hired. Went through and made some modest language adjustments. Will pass on the final draft to Mindy Bergeron for a vote. Would like to thank everyone for helping keep budget balanced.

End of year review discussed. Was sent out to everyone.

Strategic Planning Report:
Pat Peppin: had two conference calls since last meeting to go over the new measures tracking tool. Went through and updated current measures tracking tool. In regards to the second one, it will be from 2010-2013. Went through goals and prioritized them. They are the same goals, but in a different order. The next time there will be a membership survey is spring 2012 to help develop the next set of goals. Important to turn in reports. A lot of data is pulled from them to update measures tracking tool. One thing that will be added is voting to keep track of the number and percentage of members that vote. Working document. Updated each time there is an event.

Break from 2:22 to 2:41

Conference:
Wendy Olson: registration was later than anticipated because ballot needed to be done first because of the membership due vote. Sent email to list serve regarding the student success stories. Getting pictures from Kay Soltis and Peter Miller of people who have volunteered to WASFAA. Will be shown during breaks and down times. Dessert is for volunteers. 70 people have signed up. Register for Conference by March 1 for drawing. Will have a WASFAA booth at the Conference. Thinking about having a Summer Institute reunion after EDAC entertainment. Thank you to Karla Gonzalez for helping with this. Ron Lee will be putting out a call for moderators. Sent a sign-up sheet around at meeting. Will go forward with EDAC presenter. 115 people have registered so far.

Ashley Munro: please respond to survey for family feud at Newcomers Reception.

Communications:
Catherine King-Todd: a lot of focus on webpage right now. Committees seemed to be doing a lot of their own thing. Thought of other items we might want to consider. For example, there isn’t a section that talks about who WASFAA is. Also, adding a page for parents/students for financial aid in case they stumble across website. May send out 5 or 6 questions to membership for their needs of website. Am doing best to communicate with P&P committee to help it get updated before the conference.
**Fund Development:**
Colleen MacDonald: since report, have received additional support. Have 14 organizations to help with Fund Development. Three of them are new. At 62% of goal for the year. Hopeful to have a couple more booths at Conference. New groups: Campus Logic, American Student Financial Group, National Endowment for Financial Education. Looked at different groups associated with CASFAA, debt management, and student retention. Any other organization ideas are welcome. Have also been sending bad email addresses to Grace Smith.

**Newsletter:**
Tracey Lehman: Newsletter deadline is tomorrow. So far, Grace Smith has sent two things. There are six articles and some advertisements. This is the paper issue that will be given out at Conference and sent out to membership. Tried to make the theme student success. New Newsletter chair is Judy Saling who has been on the committee. Do need people from other states.

Mindy Bergeron: thank you to Tracey Lehman for all the hard work this year.

**Membership:**
Grace Smith: sent around membership charts. Updated membership fees on information. Worked with Paula at ATAC. Renewal reminder posted to ATAC. Talked about cleaning up membership database. If committees send out an email that bounces back, please forward information so they can be removed.

Kay Soltis: info on volunteer list is very dated. Need to get cleaned out.

Grace Smith: it is a database that keeps building on more and more.

Colleen MacDonald: has used the database to contact vendors. Some people have changed their information, but not always. Would like to see the volunteer list purged, but it does have some use.

Grace Smith: do we think that anything prior to 2008? Kay Soltis suggested 2009.

Grace Smith: can see the difference over the years. Pacific Islands have been combined. Will forward breakdown of members by state to presidents as discussed earlier. Postcards are available for presidents for conferences and state visits. Send a request of how many are needed.

**Policies & Procedures:** Not in attendance. Sherri Dewey has not been able to make it to the meetings. Nichole Doering will contact her.

**Nominations & Elections:**
Pat Peppin: trying to get people to run was the hardest thing to get. EC has to vote to approve the ballot. Getting the information back was challenging. What do we do if candidates do not turn in statements. Have been discussing process with Luhui Whitebear and Mindy Bergeron.

Mindy Bergeron: some states just put name out there without picture or anything.
Pat Peppin: Luhui Whitebear sent out guides on creating the ballot. Also has info from NASFAA regarding the statement, size of picture, etc. 175 people voted. 98 came in the first week. Based on membership, 33% of membership voted. Send out quite a few reminders. Results are out. Pat reviewed elections results: Kay Soltis, President-elect; Adam Hatch, Vice President; Luhui Whitebear, Secretary; Peter Miller, Treasurer; Jackie Alleyne-McCants, EDAC. Strong ballot with every state represented.

Luhui Whitebear: should we discuss which option to use to clear the ballot?

Kay Soltis: one question, how do we validate if person voting is a member?

Pat Peppin: people on listserve are current members.

Kay Soltis: someone on staff hadn’t received announcement, but received a forward.

Barbara Bickett: with votes, CASFAA doesn’t use listserve, send out using direct email addresses.

Peter Miller: lesson learned this year. Next year, will use direct email addresses as a key to vote. Also, before we destroy it, curious as to who voted. Looking at correlation of how many voted compared to how many people went to the conference.

Mindy Begeron: did we send it out to the listserve, or just the membership?

Barbara Bickett: CASFAA uses listserve for some things, and membership list for other things.

Tami Sato: the way ballot is set up doesn’t capture what states they are from. Maybe the first question can ask what state they’re from.

Peter Miller: may be able to look at email addresses.

Consensus to keep template and erase votes.

**USDE Report:**

Marianna Deeken: training out there is mostly webinar right now focusing on 2 Pells in an award year. The Pell sessions are split so some are on credit hours and noncredit, clock hour. Run through DL series and getting ready to do it again. Now doing the “road show”. Attendance has been good. People seem to be leaving when point questions start. Getting ready to do fiscal trainings. Otherwise, in the process of reviewing the experimental site proposals that came in. Will be deciding what sites will be approved. Are looking at how correctly proposals were submitted to be sure that they contain measurements for the experiments. Any school who is interested will be able to apply to participate in the experiment, not just the school that submitted the proposals. NegReg finished first round last week in January. Had fourteen issues, reached tentative agreement on nine, and did not reach tentative agreement on other five. Did not reach consensus. State authorization, gainful employment, foreign schools, incentive compensation, and R2T4. Looking at publishing NPRM this spring. Any questions?

Colleen MacDonald: how was the attendance at the “roadshow” locations in California?
Marianna Deeken: they were not sold out at any of the sites.

Colleen MacDonald: at the experimental sites, are they looking at whether or not other schools may be able to use it?

Marianna Deeken: yes. Hoping not to be a lengthy process because some of the schools may want to use it in 2010-2011.

Catherine King-Todd: roadshows are webinar, not face to face.

Wendy Olson: clarification of there being one FSA Conference in Florida that will be posted on the web. Marianna Deeken: yes.

Catherine King-Todd: is there a reason FSA is on the east coast two years in a row.

Marianna Deeken: probably related to cost. Also have to look at space.

Kay Soltis: TILA (truth in lending act) loans. Was it an oversight that some programs were not included? Title IV loans (Stafford and PSL) are exempted but Title VII (HHS loans) are not. It was probably an oversight because Title VII are federal programs not private. Also, can it be changed?

Marianna Deeken: would have to contact congressmen because it would be a statutory change.

Kay Soltis: would like to suggest Federal Issues work on this.

Tami Sato: has been working on it. It’s pretty crazy.

Tracey Lehman: with the code of conduct, it says you can’t tell the student who to pick. With DL, you’re telling the student who to pick. Was told there is an exception in this case.

Marianna Deeken: correct.

**Federal Issues:**

Vicki Shipley: written report included additional information regarding negotiated rulemaking. Would encourage people to pay close attention to gainful employment. Applies to certificate programs at traditional institutions and essentially all for-profit programs. Reconciliation will be discussed over the next few weeks. Want to make sure that ECASLA is understood. It doesn’t cost the government – it provides a revenue stream to the government. Will see that information in various letters supporting an ECASLA extension for the 2010/11 academic year.

Mindy Bergeron: what is the issue with the certificate programs?

Vicki Shipley: “gainful employment” has never been defined in the regulations nor how institutions should measure their performance on that issue. The Department is proposing that debt payments of recent graduates who enter vocational programs be no more than 8% of the graduates’ annual salaries. Applies to certificate programs and essentially all for-profit programs.
Marianna Deeken: there has been the misconception that this will affect only proprietary schools. There are things in all of them that will affect all schools. SAP and verification are completely rewritten. There are significant changes that will affect all schools. Because they didn’t reach consensus, they will strongly be looking at comments.

**Graduate Professional Issues:**
Tami Sato: submitted an article to the newsletter. Developed a session for the conference. Will write to Marianna regarding price calculator since it is not for graduate students. Needs to find out if there are other things that do not relate to graduate students.

Marianna Deeken: makes sense because they may not apply to grad

**By-Laws:**
Sandi Guidry: membership fee increase passed.

**Research:**
Luhui Whitebear: requested research page be deactivated since committee is being inactivated. Will be moving the TNA project to an AASFA and Oregon project. Used CTGR surveymonkey for last EC vote. Looked over P&P’s and could not find anywhere that surveymonkey duties or processes are listed. Do we need to vote to assign this since Research is not going to be active next year? Also, do we need to develop a password process to include with the duties in the P&P’s?

Colleen MacDonald: do you suggest it be under Secretary?

Luhui Whitebear: that’s what I suggest

Tami Sato: does it need to be in Policies and Procedures?

Mindy Bergeron: actually part of tomorrow’s agenda.

**Volunteer Development:**
Kay Soltis: will be asking for volunteers for booth at conference. Will be splitting up reports and contacting chairs to ask about time commitment for committee work. Would be nice if a matrix of the time commitments, etc. pops up when membership is renewed.

Catherine King-Todd: involvement may be heavy for chair, but not as much time is needed from committee members.

Kay Soltis: we might want to expand this information on the matrix that is currently used.

**Awards:**
Catherine King-Todd: important for council members to nominate people. Were a little late getting info out for annual conference scholarships. Ended up with fourteen annual conference and five, possibly six, for EDAC. Seven for Summer Institute, four for EDAC so far. Would like to confirm that there are no comp rooms for scholarship attendees.
Wendy Olson: highly unlikely that there will be any comp rooms.

Catherine King-Todd: please make sure committees are current on webpage. This info will be used for certificates at conference. It does appear that we gave Dallas Martin a second honorary membership. First one was in 2002, then in 2008.

**Catherine King-Todd made a motion to go into executive session. Pat Peppin seconded. Vote: all in favor**

**The Executive Board went into executive session at 4:20 p.m.**

**Feb. 26, 2010**

Present: Sue Shogren, Tami Sato, Catherine King-Todd, Kay Soltis, Tracey Lehman, Vicki Shipley, Ashley Munro, Nichole Doering, Adam Hatch, Jannine Oyama, Colleen MacDonald, Barbara Bickett, Karen Driscoll, Patti Brady-Glassman, Karla Gonzalez, Pat Peppin, Mindy Bergeron, Sandi Guidry, Wendy Olson, Grace Smith, Leonard Walker, Steve Herndon, Peter Miller, Luhui Whitebear

Meeting resumed at 8:33 a.m.

**Awards:**

Catherine King-Todd: NASFAA Regional awards are taking nominations. Deadline is March 10. Need to submit a letter and biography. Awardees will be announced at this year’s NASFAA award. Steve Herndon received it last year and will be presented with it at the 2010 WASFAA Conference. One name was brought up for this year.

Tami Sato: would like to nominate Marianna Deeken. She is well supported by all the state presidents.

Catherine King-Todd: Are there any others? None posed.

**Peter Miller made a motion for WASFAA to nominate Marianna Deeken for the NASFAA Regional award. Adam Hatch seconded. Vote: all in favor. Motion passed.**

Colleen MacDonald: would it help strengthen her nomination if individuals nominated her too?

Catherine King-Todd: yes

**Other:**

Mindy Bergeron: Jack Edwards submitted a budget for the 2010 Summer Institute. Catherine King-Todd requested a copy to help her plan for the 2011 Summer Institute.

**Site Selection:**

Leonard Walker: working with Sandi Guidry for locations for next year’s meetings. In the past, we have made arrangements a year in advance. Normally when at the Transition meeting, have all the locations and dates. This year, one meeting will be scheduled at a time. Size of group has gone down quite a bit. Next meeting will be in Phoenix, but have not identified a location yet. We can meet at airport hotels. In the past, one thing that has saved money in the past is that the EC has stayed in the dorms with WASFAA EC Meeting
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Summer Institute participants. Can also save money on transportation. Summer Institute is at the Arizona State University Honor’s College.

Barbara Bickett: CASFAA is in a similar situation. For 2009, no longer go to Surf & Sand. Tested out the Hampton Inn Suites. Were able to bring in their own food. Ended up spending half of the cost as before.

Leonard Walker: made a lot of changes a few years ago. Food is our biggest costs.

Adam Hatch: are there dates that we can hold for now?

Leonard Walker: the June meeting will be at end of Summer Institute.

Sandi Guidry: super meeting next year will be a way to save costs. Week will start with MLI, go into EC mtg., then transition meeting. Coeur d’Alene cannot accommodate the group for that long.

Leonard Walker: Nevada has the cheapest rooms.

Colleen MacDonald: can we just do it there?

Leonard Walker: looking at Lake Tahoe for the meeting. Harvey’s has offered good room rates. Only concern brought up is possible snow.

Kay Soltis: did MLI in Tahoe. Didn’t have any trouble getting there.

Leonard Walker: need to be in a good location because this is the first time having a meeting like this.

Sandi Guidry: the hope is that because the state president’s will already be there, that they will go to MLI as well.

Leonard Walker: some of the Executive Council will be expected to teach as well. Also, if we refer a group to Harrah’s, we’ll make 2% of the profit. No food & beverage minimum either. Meeting space will be dependent on the meal costs.

Kay Soltis: the other thing that worked well, was that instead of having a prepared dinner, everyone went to the buffet.

Leonard Walker made a motion that WASFAA go to Lake Tahoe for super week. Barbara Bickett seconded. Discussion: none posed. Vote: all in favor.

Kay Soltis: since we have the Alaska credit card, is it possible to use the Alaska board room at the airport? The board room fee is around $300, but we would get a discount since we have a card. They also cater food.

Peter Miller: the one in Seattle might be big enough.

Wendy Olson: the downside is that the rooms are higher by the airport.
Leonard Walker: most of room rates are $99 or less.

Pat Peppin: we need to look at room rates first. Doing a good job of doing that.

Leonard Walker: the meeting room was free here, we just had to have a $3000 minimum for food.

Kay Soltis: have we looked at other schools too? They need business too.

**EDAC:**
Karla Gonzalez: discussed a lot of the report yesterday. Doing two sessions at Conference facilitated by Dr. Crawford. Did secure Coeur d’Alene Tribe to do opening. Scholarship amount is $1200 instead of $500. Will be able to support one person. Should know by next week.

**Proprietary:**
Barbara Bickett: Gainful employment is a major issue for proprietary schools. Have started gathering data. Dept of Ed has not given a reason why they want this info yet. Comparing CDR data to see if there is any contributing data. Has to be completed by March 3. Hoping to change the debt to income ratio.

**Training:**
Sue Shogren: Cindy Pollard sends her apologies that she could not be here for the meeting. Committee has been working on a number of things. Passed out WASFAA webhosting service fact sheet. Spent a lot of time implementing GoToMeeting. A couple of committees have used it so far for meetings. Has worked great so far. Karla Gonzalez was the first one who used it. Tracey Lehman has used it for Newsletter. Pat Peppin has used it twice for Strategic Planning meetings. Sue Shogren has been online for now, but does not participate in meetings. Hopes to be able to get committee chairs to be able to set them up as well. Has had a couple of conversations from CASFAA, OASFAA, and Alaska on using web services. Well down the path to planning spring training. In developing spring training felt it was important to hold one this year. Don’t have as much of lead time needs with the web based program. Looked at what is needed that is not being offered. NASFAA and other trainings have been offering. WASFAA can best serve needs of membership by networking and training. Can do a lot with webcast and have interactive conversations. With that in mind, a series has been chosen; communicating with students is theme. Fist topic is FERPA and how it relates to the census. Has an expert from AACRAO to help with this. Another topic is consumer education. Credit card act, loans, etc. will be covered. Third session will be on how to talk to your students. Social networking will be covered. Financial Aid Offices are not using them, but admissions and residential life have been using them. Financial Aid Offices are not seeing the need or don’t have the time. Will be an opportunity to see who’s using it, and for what. Will be from a Financial Aid perspective. Still thinking that these will be offered in late March or early April. Usually don’t compete with the Conference, but with this venue, doesn’t think it will impact conference or training attendance. Identifying speakers right now.

Steve Herndon: enrollment services topic. Rick Weems has a good program in place that can be used.

Sue Shogren: individual that has been on the forefront that we can have speak without a cost.
Leonard Walker: did a good job getting information to group on the written report.

Sue Shogren: in the past there has been a focus on fall training and spring training. With the web based program, can offering training all year as new topics come up. Will be a good way to communicate with membership.

Karen Driscoll: many of the state have trainings. Have you looked at tagging onto these trainings to bring to the rest of the region?

Sue Shogren: yes, has been looking at this. Example of OASFAA FA 101 given. Good way to collaborate with states and region. Can partner with states to offer something that is working well with states to various parts of the region. Also looking at webcasting EC meetings, or possibly conference sessions.

Pat Peppin: worked well with Strategic Planning meetings. Very user friendly.

Sue Shogren: might want to look at if WASFAA would like to purchase headsets in the future to encourage use in future.

Colleen MacDonald: would suggest that trainers be offered headsets to offer the best sound quality for participants.

Barbara Bickett: presented question from CASFAA: When would a contract be ready?

Sue Shogren: sent fact sheet and memorandum of understanding. Suggests doing a demo first.

Colleen MacDonald: does the cost go by WASFAA’s contract?

Sue Shogren: it is going by WASFAA’s contract year. Will be prorated by contract year. May need to look at a different format next year. Once agreement is finalized, can start using it.

Peter Miller: has spring training costs been discussed?

Sue Shogren: looking at $50 per webcast, or $100 for the series of three.

Peter Miller: is there an institutional piece in there?

Sue Shogren: looking at a site registration. If the person registering site, it would be at that rate. If they are not members, would need to add membership fee into registration costs. Recognizes that this is what people are doing anyway.

Peter Miller: advantage of institutional fee, is that it will eliminate any feeling that people are cheating WASFAA. Can still encourage that people renew membership, but let them know it is not required for everyone at training.

Sue Shogren: also asking ATAC that they be offered twice. When the site is registering, they would need to register once. If a second group would like to participate, the site would need to register again.
Break from 9:50 a.m. to 10:21 a.m.

2010 Budget Revisions:
Steve Herndon: Based on the Summer Institute budget submitted, they will potentially be bringing in additional revenue and less dependency on asset reserves.

Peter Miller: $52,000 potential income with $44,000 in expenses. The change to asset reserves will be $47,250. The new overall budget FY2010 budget is $248,350.

Catherine King-Todd: would it be possible to send out the revised budget once it is updated. Peter Miller: will send out right now.

Adam Hatch made a motion to approve the amended FY2010 budget. Leonard Walker seconded.
Vote: all in favor.

State Presidents Group:
Nichole Doering: all of the states are in the same boat. Everyone trying to get creative on how to get income in and membership. Two things to discuss with the group. First is if there is a way to do a WASFAA collaboration with states on membership. The suggestion is to give a discount for membership in both state associations and WASFAA. Smaller states are needing it more than the larger states. The second thing talked about was looking at old membership over the years. Can we send an invoice out to past members to renew their membership? Might help increase the membership. Would like to work on how WASFAA and states can work more together.

Adam Hatch: the discussion indicated that all states would benefit from this.

Catherine King-Todd: the thing that came up was the membership years and how they overlap.

Pat Peppin: thinks it is a good idea, especially with the webinar.

Peter Miller: bigger organizations can wait and do it right after the conference so ATAC can figure out a way to send out an invoice and determine whether or not it was paid.

Catherine King-Todd: just thinking that if the newsletter is going out on paper, we can put it in there.

Tracey Lehman: there are two things on membership in there.

Peter Miller: one thing that has been done in the past is having a wrap with it that is a membership renewal.

Catherine King-Todd: it could be a statement, that membership has not been renewed.

Peter Miller: could be a way to put it on the mailing labels.

Grace Smith: is the mailing going to all members?
Tracey Lehman: only being mailed to members who are not going to conference because attendees will get theirs at the conference.

Sue Shogren: really like the suggestion of the collaboration with the states. Training will look into this a little more too.

**State President Individual Reports:**

**Alaska:**
Ashley Munro: ran into dance group from 2009 conference. Would like to come again. Have been working on training of new governors grant. 100% for A average, 75% for B average, and 50% for C average. Not need based. Going through state legislation right now.

Adam Hatch: has there been cost projections for that?

Ashley Munro: looking for $4 million right now.

Sue Shogren: has ALASFAA been in contact with the governor for this?

Ashley Munro: has been mostly asking questions and making suggestions. Sue Shogren: great that they are working with them.

Ashley Munro: Taking some of the revenue from fall conference to give two scholarships to WASFAA Conference and two scholarships for Summer Institute.

**Arizona:**
Catherine King-Todd: working on a spring symposium. Started two years ago instead of having a spring conference. Two levels of training in one day. Going to a school this year that has conference space. Recently had College Goal Sunday.

Grace Smith: had about 3500 attendees. A little lower than last year. This may have been a little off because of people not registering at some sites.

Catherine King-Todd: have a preserve the reserve task force that continually looks at income and expenses. Pat Peppin and I will be working on income ideas. Looking at putting together a state association cookbook, bringing back the auction, and other possibilities. Another team is looking at expenses. Looking at schools right now.

Leonard Walker: would like to suggest looking at collaborating with WASFAA for the 2013 Conference to help each other with costs.

Catherine King-Todd: don’t have spring conference anymore, but can take place of symposium.

Sandi Guidry: is the possibility of having a joint conference with Nevada still being looked at. Catherine King-Todd: yes.
**California**
Barbara Bickett: not too much going on. Calif. Student Aid Commission discussion right now. elimination of assets on FAFSA will affect CalGrants because this information is used to determine eligibility.

**Idaho**
Nichole Doering: doing one day add on to WASFAA Conference. Would like to thank WASFAA for this. Would not have been able to do this otherwise. Going to have people from state to talk about state specific information since the rest is being covered in conference. NASFAA Leadership is next week. Would love to see a partnership with WASFAA.

Ashley Munro: chose not to send a rep to NASFAA. Can attendees share the info?

Catherine King-Todd: Requested that John bring the info to the transition meeting

**Nevada**
Leonard Walker: Neil Woolf will not be attending NASFAA Leadership. State report pretty short. NFAA listserve updated. Nevada had a conference in Lake Tahoe this year. Had a good conference with a good attendance. It was a collaboration with WASFAA that worked out well. Talking about collaborating with Arizona on next conference.

Barbara Bickett: can collaborate with California to have a conference in Lake Tahoe.

Leonard Walker: will pass the info on. Good idea.

**Oregon:**
Patti Brady-Glassman: held conference last month. Took a loss on it because of the room block. Conference went well. Held first meeting for new executive council. Fund development looking for income. Hasn’t been using too much of the reserves yet. Been holding trainings at community colleges because there isn’t a charge. Moving forward. Will be holding conference at Salishan next year. Has a two year contract right now, but aren’t going farther out than that right now.

**Pacific Islands**
Adam Hatch: had a very successful College Goal Sunday event this year. Expanded sites. Had about 2400 attendees this year. Spring conference coming up. Was told that they will be back in region 9 so Marianna will back as federal liaison. Now, they are pulling that back. Marianna will not be there, someone else will be there. The “roadshow” will be the day after the conference. Same boat as other states. Probably won’t have conference in 2011, but meet during 2011 WASFAA Conference.

Steve Herndon: were letters sent in about the Marianna issue?
Adam Hatch: yes.
Steve Herndon: suggests a letter from WASFAA and Hawaii be sent about this.

Grace Smith: Dept. of Ed will not be at Arizona Conference either due to budgets.
Kay Soltis: takes Marianna quite a bit of approval to do trainings. Now, with budget cuts, it is even worse. She is also on other committees too. It’s getting a little hard to get her on schedules.

Ashley Munro: Alaska didn’t get what they wanted when they sent someone else. Went to governor, and they were able to get her.

Colleen MacDonald: had other trainers that were good. Keep them in mind too. Trainers don’t have a lot of discretion on where they are going. A little unfair that they are sending trainers to some states, and not others.

Jannine Oyama: for some islands, it is like traveling across the country here, for them to get to Hawaii. It was a fight to get the federal trainers to Hawaii in order to keep everyone trained.

Adam Hatch: for some of the islands, the conference is all the training they get.

Pat Peppin: have we ever sent a calendar of conferences to Marianna?

Mindy Bergeron: it’s on the IFAP site.

Pat Peppin: just thinking about for budget reasons for them.

Wendy Olson: would be nice to have the Vice President be responsible for sending that info in.

Mindy Bergeron: has a to-do to put letter together.

Washington

Karen Driscoll: in December the governor proposed a $44.5 million reduction to state financial programs. Reinstating some of the work study and merit programs right now. Good news for many programs, because with budget cuts, using these work study programs. Having conference this year. Had elections in early February. Did lose electronic chair person who worked for Sallie Mae. Had a couple people volunteer to co-chair that committee. Has an out of state travel restriction until 2011. The restriction is for overnight travel for border towns.

“The Presidents”

Past-President

Pat Peppin: Participated in NASFAA phone calls, core activities task force, nominations and elections. Will be passing info along to Mindy Bergeron.

Vice President

Jannine Oyama: received conference dates from some states. As other states are planning, please send them in. A lot of conferences are in the fall, but does not have anything on the calendar yet. Will help Sandi Guidry get her calendar set up. Working with Peter Miller on taxes.

President-Elect

Sandi Guidry: has been working a lot with Pat Peppin on strategic planning. Working with Leonard
Walker on deciding meeting sites. Looking for most fiscally responsible sites. Taking it one meeting at a time to see how much is spent to stay within budget. Once elections were done, finalized committee chairs. Has been working with Ron Lee on transition meeting next month in Coeur d’Alene. With the moving of the super meeting, Kay Soltis will need to know who her committee chairs are earlier. Working with Mindy Bergeron on getting candidates slate out in November.

President
Mindy Bergeron: been to all the conference except Hawaii. Will be there next month. Went to SWAFAA Conference in Albuquerque. Getting ready for the conference and winding down the year. Has really enjoyed the job. It’s been a good year.

Other:

“Unemployed” on WASFAA Committees
Mindy Bergeron: should we have a policy on this to allow people to stay on for the remainder of the year?

Barbara Bickett: had the same discussion in California. Will be on their ballot to allow them to participate. They won’t be able to vote.

Colleen MacDonald: the membership classification said something about having an interest in financial aid. Looks like there isn’t a definition issue.

Wendy Olson: if you are outside the region, you are an associate. If you are in the region, you are a member.

Karen Driscoll: it would be position specific. For example, if you are president, you are representing the schools. If you are unemployed, you are out of the loop. Other committees would make sense.

Steve Herndon: bylaws state that to hold a position, you would have be an the aid administrator.

Peter Miller: Treasurer would finish term because of fiscal responsibilities.

Survey Monkey – Responsibility of
Mindy Bergeron: do we need to have this defined?

Peter Miller: would like to propose that the Secretary continue to fulfill responsibilities because of Research background. Can reassign to Research if committee is reactivated.

End-of-Year 2009-10 Reports – Due By Mon., March 15, 2010
Mindy Bergeron: will send out soon.

Catherine King-Todd: the document used for quarterly is the same one for annual now.

Mindy Bergeron: use the current form and submit by March 15. Will send out an email reminder.
State Presidents – State Gift for CDA Conference
Mindy Bergeron: has been bringing a gift that represents the state. Please bring it to the conference, if not going, have someone bring it.

Nichole Doering: is there a monetary value?

Colleen MacDonald: some states have not funded them, individuals have.

Peter Miller: can also have people donate.

Other old or new business
Sue Shogren: one of the thoughts with the WASFAA membership postcards. Having a WASFAA table at the WASFAA Conference is like preaching to the choir. It would be nice to have it at the state conferences instead.

Mindy Bergeron: President has been doing that when traveling.

Sue Shogren: having a WASFAA table and interest session would be another idea.

Catherine King-Todd: should have something written up about ATAC as electronic means of web presence. Colors of WASFAA for decades has been blue and grey. Looking at website and trying to spruce it up, it would be nice to use new colors. Also ties into the idea of branding. If training is going to be using the logo and colors, it would be good to have that set.

Colleen MacDonald: suggests keeping the blue as main color and incorporate other colors into it such as green.

Sue Shogren: OASFAA uses blue and green.

Tracey Lehman: we could have a logo contest for a new logo.

Leonard Walker: would like to bring back the old logo, especially for the Hawaii Conference.

Colleen MacDonald: will send out to EC to look at.

Catherine King-Todd: picture on website of someone in library of hands and feet. Going to pull that.

Wendy Olson: would like to propose that the Volunteer Development chair take on the newcomer’s reception at the conference as their last task. Should be in the Policies and Procedures.

Catherine King-Todd: the reason it happened that way is because the Volunteer Development person was not able to do it last year.

Kay Soltis: other thing that is helpful is that that person is responsible for the WASFAA booth coverage.

Catherine King-Todd: it is under Volunteer Development responsibilities in the Policies and Procedures.
Sue Shogren: looking at the WASFAA calendar, the committee would like to know if it would be helpful to list other trainings on the calendar. State associate and Dept. of Ed trainings will be added.

Catherine King-Todd made a motion to adjourn the meeting. Peter Miller seconded. Vote: all in favor. Motion passed.

Meeting adjourned at 11:45 a.m.

Respectfully Submitted,

Luhui Whitebear, WASFAA Secretary
List of Motions from February EC Meeting:

1. Peter Miller made a motion to approve the agenda. Jannine Oyama seconded. Vote: all in favor. Result: motion passed.

2. Peter Miller made a motion to approve the November 2009 minutes. Barbara Bickett seconded. Vote: all in favor. Result: motion passed.


5. Adam Hatch made a motion to pursue new accounts with two banks for maximizer account and look into CD’s once T-Bills mature. Ashley Munro seconded. Vote: all in favor. Result: motion passed.

6. Catherine King-Todd made a motion to go into executive session at 4:20 p.m.. Pat Peppin seconded. Vote: all in favor. Result: motion passed.

7. Peter Miller made a motion for WASFAA to nominate Marianna Deeken for the NASFAA Regional award. Adam Hatch seconded. Vote: all in favor. Motion passed. Result: motion passed.


10. Catherine King-Todd made a motion to adjourn the meeting. Peter Miller seconded. Vote: all in favor. Motion passed. Result: motion passed.
Remaining To-Do’s from June 2009 EC Mtg.

1. Renee Davis contact people who’s pictures are missing to post on the WASFAA website

2. Renee Davis will clean out the volunteer list online. *(not done at February 2010 EC meeting)*

3. Renee Davis will look at archives for number of awards for WASFAA scholarships. *(in process at February 2010 EC meeting)*

4. Peter Miller will create a form to preauthorize credit card uses over $5000. *(not done at February 2010 EC meeting)*

5. Grace Smith will send individual names of membership by state database information to state presidents for cross reference. *(not done at February 2010 EC meeting)*

6. Kay Soltis will work with Renee Davis to update Volunteer information on the website. *(in process at February 2010 EC meeting)*

7. STATE PRESIDENTS will provide contact information for state associations’ newsletters and websites to Catherine King-Todd. *(not done at February 2010 EC meeting)*

Remaining To-Do’s from November 2009 EC Mtg.

1. Sheri Dewey will update policies and procedures to include 50% Conference rate for lifetime members verbiage. *(not done at February 2010 EC meeting)*

To-Do’s from February 2010 EC Mtg.

1. Jack Edwards will send the 2010 Summer Institute budget to Catherine King-Todd.

2. Colleen MacDonald will send out the old WASFAA logo to the Executive Council.

3. Luhui Whitebear will see if IP addresses can be extracted from surveymonkey ballot.

Ongoing To-Do’s

1. State Presidents will send conference dates to Jannine Oyama for the WASFAA calendar.

2. EVERYONE: It is EXTREMELY IMPORTANT that everyone get the Travel Request form in at least 30 days in advance

3. EVERYONE needs to send Mindy Bergeron information to include in monthly highlights.

4. Renee Davis will collect outstanding JobLinks payments due.