The Benson Hotel, Portland, OR

Thursday, February 8, 2007 – Cambridge/Oxford Room

Present: Tami Sato, Tracy Reisinger, Steve Herndon, Peter Miller, Laura Hughes, Teri Gravenmier, Terri Eckel, Louise Jones, Sheri Dewey, Tracey Lehman, Jana Narcia, Sun Ow, Vicki Shipley, Wendy Olson, Kathy Campbell, Sandra Guidry, Leonard Walker, Bert Logan, Catherine King-Todd, Jannine Oyama, Kay Soltis, David Tolman, Judy Saling, Renee Davis, Dwight Berreth, Cathy Bio, Lana Walter, Doug Severs, Colleen Macdonald, Luhui Whitebear, Visitor: Curt Martin

Not Present: Marianna Deeken, Francie Campbell, Mike Johnson, Pat Peppin, Christina Twelves, Carla Idohl-Corwin, Don Black, Onita Clark, Cheryl Kibarian

Call to Order of the Executive Council Meeting (Tami Sato)
President Tami Sato called the meeting to order at 1:07 p.m. She related to the members of the council who would be unable to attend this meeting. She also introduced our guest from RMASFAA, Curt Martin.

Tracey Lehman provided a quick quiz to welcome the Executive Council to Oregon.

Fiscal Planning Committee (Lana Walter)
Lana Walter reported for the Fiscal Planning Committee. She presented the 2006 Budget and requested some adjustments.

MOTION: Tracy Reisinger moved to approve the adjustments for the 2006 Budget. Tracey Lehman seconded the motion. There was discussion on why we were over budget. The explanations included cost of transportation and hotel rooms. Motion carried.

MOTION: Tracy Reisinger moved to add MLI-Expense 06 to the budget and reduced Restoration Assets. Teri Gravenmier seconded the motion. Motion carried.

There was a discussion on what to review of the WASFAA financials at the conference.

MOTION: Steve Herndon moved to approve the agenda. Peter Miller seconded the motion. Motion carried.

Review and Approval of Minutes (Laura Hughes)
The minutes from the November 15-16 executive council meeting were reviewed.

MOTION: Sheri Dewey moved to approve the minutes as amended. Louise Jones seconded the motion. After some discussion, the motion carried.

Review of the November To Do List (Laura Hughes)
Laura Hughes reported on the To Do List from the previous meeting.
Treasurer’s Report (Peter Miller)
Peter Miller, Treasurer, provided us with a copy of the current and next year’s budget. The committee reviewed the changes. He also reported that the T-bills will be renewed at the current rate. He will be renewing them now that he is relocated to his new job.

MOTION: Tracy Reisinger moved to approve the report. Steve Herndon seconded the motion. After some discussion on continuing to be fiscally responsible, the motion carried.

Strategic Planning Committee (Steve Herndon)
Steve Herndon thanked Tracy Reisinger for the newsletter article on the tracking tool. Steve reported that to the EC Committee needs a Representative-at-large-Associate and a Treasurer-Elect. The Presidents’ Group will be added and there will be a separate matrix for EC Officers. The goals and highlights will be given, reinforcing the need to submit the information in a timely manner.

Steve will look into adding to the end-of-the-year report the number of committee members. Also who was new to WASFAA and new to volunteering? This will change the format for the quarterly and annual reports.

Awards and Scholarships Committee (Cathy Bio)
Cathy Bio reported that is was time to select the lifetime members, meritorious achievement and distinguished service awards. Scholarship availability has been announced to the listserv. The committee will compile the lists of past awards and scholarship recipients to be listed on the website and in future conference programs. A list of the scholarship winners will be submitted to the newsletter.

Meeting recessed at 2:35 p.m.
Meeting resumed at 2:53 p.m.

2007 Sister Dale Brown Summer Institute (David Tolman and Dwight Berreth)
David Tolman and Dwight Berreth reported that curriculum was set. They requested some discussion and approval of the rate for the 2007.

MOTION: Peter moved that the fee for SDBSI be $527 with a commuter rate of $407. Teri Gravenmier seconded the motion. After a discussion on the setting of fees and a vote by show of hands, the motion carried.

2007 Annual Conference Committee (Kay Soltis and Sun Ow)
Kay and Sun reported that the conference is set. The major speakers and social events are planned. The Logo has been developed and the giveaway bags have been ordered. State Presidents need to bring there state banners. Early Bird date is March 2. Rosie’s Garage is our community service project. We still need insurance. Conference schedule was provided.

Electronic Services (Peter Miller)
Peter reported no report available for this meeting.

Presidents’ Group Report (Louise Jones)
Louise Jones reported that the state presidents are working on the NASFAA regional award, their strategic planning goals and P&P verbiage. They are ready to submit this draft verbiage to Tami and Steve for approval and then to Dwight for entrance into the P&P Manual.

Nominations and Elections (Steve Herndon)
Steve presented the results of the elections. The results were as follows:

President-Elect -- Pat Peppin
Vice-President -- Sandi Guidry
Secretary -- Tracey Lehman
Ethnic Diversity Rep-at-Large -- Tamara Hornbuckle

Steve also reported that only 30% of the members voted as tracked through ATAC. Voting detail is available upon request for distribution and discussion.

MOTION: Tracy Reisinger moved to destroy individual electronic votes. Peter Miller seconded the motion. Motion carried.

Federal Relations (Vicki Shipley)
Vicki reported that things are busy in Washington DC - both on Capitol Hill and with the Department of Education. There have been four negotiated rulemaking teams formed - Loan Issues, General Provisions, ACG/SMART Grants and Accreditation. Senator Kennedy has been discussing the Student Loan Sunshine Act and the Student Debt Relief Act of 2007 and at this time it is unclear as to the Senate floor schedule. The House passed in mid-January the College Student Loan Relief Act of 2007 (H.R. 5) which would temporarily reduce the interest rate for subsidized undergraduate Stafford and Direct Loans.

Fund Development (Judy Saling)
Judy reported that Fund Development has been off to a slow start. The website is up and allows vendors to pay by credit card. There are currently 22 booths for the conference. California is expensive.

Graduate/Professional Committee (Colleen Macdonald)
Colleen reported will be doing a write-up to be used throughout WASFAA in order to promote this committee and the Graduate PLUS. We will be partnering with NASFAA.

RMASFAA Update (Curt Martin)
Curt provided EC with an update of what his association is doing this year. Leadership Pipeline is similar to our MLI. RMASFAA also has a week long summer institute.

President-Elect Report (Tracy Reisinger)
Tracy reported that she has filled all her committee chair positions for 2007/2008. She submitted an article for the newsletter and she has completed the President-Elect Handbook. She will be attending SASFAA Executive Board meeting instead of the Annual Conference.

MOTION: Tracey Lehman moved to accept the Chairs and Rep-at-Large. Teri Gravenmier seconded the motion. The motion carried.
MOTION: Tracy Reisinger moved to have the P&P Chair moved to the President-Elect Position. Terri Gravenmier seconded the motion. After some discussion on the pros and cons, the motion was defeated.

The Transition Meeting will be in Coeur d’Alene, Idaho, March 22-23, 2007.

Executive Council meeting was recessed at 4:36 p.m.

MOTION: Peter Miller moved to go into Executive Session. Tracey Lehman seconded the motion. Motion carried.

Executive Session
Cathy Bio called the executive session to order at 4:47 p.m. Nominations for lifetime membership, distinguished service, meritorious achievement and committee of the year were presented and discussed.

MOTION: Tracy Reisinger moved to accept the selections as discussed. Tracey Lehman seconded the motion. Motion carried.

MOTION: Tracy Reisinger moved to adjourn the Executive Session. Louise Jones seconded the motion. Motion carried.

Meeting adjourned at 5:21 p.m.
WASFAA, Executive Council Meeting, February 9, 2007

Friday, February 9, 2007 – Cambridge/Oxford Room

Present: Tami Sato, Steve Herndon, Peter Miller, Laura Hughes, Teri Gravenmier, Terri Eckel, Louise Jones, Sheri Dewey, Tracey Lehman, Jana Narcia, Sun Ow, Vicki Shipley, Wendy Olson, Kathy Campbell, Sandra Guidry, Leonard Walker, Bert Logan, Catherine King-Todd, Jannine Oyama, Kay Soltis, David Tolman, Judy Saling, Renee Davis, Dwight Berreth, Cathy Bio, Doug Severs, Colleen Macdonald, Luhui Whitebear, Francie Campbell, Mike Johnson, By Conference Call: Marianna Deeken, Visitor: Curt Martin

Not Present: Pat Peppin, Christina Twelves, Carla Idohl-Corwin, Don Black, Onita Clark, Cheryl Kibarian, Lana Walter, Tracy Reisinger

President Tami Sato called the meeting to order at 8:00 a.m.

Historical Archives (Renee Davis)
Renee reported reports and other documents have been catalogued into the archives. A newsletter article/trivia quiz has been submitted to the newsletter committee. Work will soon begin on archiving the necessary treasurer’s records. A list of past award winners is available on the WASFAA website.

Membership (Wendy Olson)
Wendy reported that the brochure has been revised. Update lifetime member data. Wendy also provided some key statistics to EC. As a reminder to Committee Chairs, please remember to use the on-site registration form for those that did not pre-register for your event.

There was a discussion on whether lifetime members should have to pay full conference registration fees.

MOTION: Peter Miller moved to extend a 50% discount to lifetime members for conference fees. Tracey Lehman seconded the motion. Motion carried.

Newsletter (Kathy Campbell)
Kathy reported that there were some new members to the newsletter committee. The deadline for articles for the next issue is March 7, 2007. There is a live link to the newsletters on our website.

Policies and Procedures (Dwight Berreth)
Dwight reported that he has updated the P&P Manual with other previously approved changes. He submitted proposed changes to 5-3 and 8-2A for the council’s review.

MOTION: Tracey Lehman moved to accept the amended changes to 5.3 in the P&P Manual. Louise Jones seconded the motion. Motion carried.
MOTION: Teri Gravenmier moved to accept the amened 8-2A in the P&P Manual. Terri Eckle seconded themotion. Motion carried.

Dwight reported he would forward new verbiage regarding proposed change to the rep-at-large section in the P&P.

Research Committee (Doug Severs)
Doug reported that the Research Committee is working on creating a standardized form for evaluating events. They are also looking into providing a “Research Corner” in each newsletter. They have developed a research table on the WASFAA website. They are looking at the collection of a variety of information, for example, what computer system does each school use.

Jerry R Sims Management & Leadership Institute (Sandra Guidry and Don Black)
Sandi Guidry reported that the first bill was received in January for this event. The final bill should be received this week. The evaluation were good, including accommodations and food. The committee is anticipating a revenue from this event when all the finances are settled.

Site Selection Committee (Leonard Walker)
Leonard reported three sites for annual conference in Hawaii. There was a lengthy discussion on this site.

Meeting recessed at 9:55 a.m.
Meeting resumed at 10:17 a.m.

Site Selection Committee (Leonard Walker) cont.
Jannine made some final comments on the location in Hawaii.

MOTION: Teri Gravenmier moved to accept the Sheraton Waikiki as the site for the Hawaii 2011 Conference. No second. Motion died.

MOTION: Tracey Lehman moved to accept the Hawaiian Hilton as the location for the Hawaii 2011 Conference. Jannine Oyama seconded the motion. Motion carried.

Bylaws (Steve Herndon)
Steve reported that there was no additional change at this time.

Volunteer Development (Catherine King-Todd)
Catherine King-Todd reported that Tracy Reisinger and Tami Sato will attend the Newcomer’s Reception. Volunteer ribbons will be given to all individual who have served and their names will be listed in the program.

There was a discussion on the volunteer form process and keeping an electronic record. Volunteer Committee needs to look at redoing the form for next year. The Buddy Program is being worked on to implement.

Federal Update (Marianna Deeken) via phone
Marianna reported there has been no budget approved. There is a continuing resolution in place. There will be limited training opportunities this fall. Currently operating without a budget and will be offering computer training and virtual classrooms. There are some trainings already in place, R2T4 training, FA Basics, ACG & SMART, and General Provisions.

Volunteer Development (Catherine King-Todd) cont.
The discussion continued on improving volunteer tracking. Renee volunteered to facilitate the document exchange from chair to chair each year.

Meeting recessed for lunch at 11:27 a.m.
Meeting resumed at 12:39 p.m.

Training Committee (Bert Logan)
Bert Logan reported that the Training Committee still needs sites and trainers for the next series of workshops. The topics are the 12 Standards of NASFAA and Professional Standards. There has also been a discussion of offering a pre-conference workshop on ACG/SMART: Collaboration with Admission/Registrar.

Past-President Report (Steve Herndon)
Steve Herndon reported he has been working with the Nominations and Elections committee members to solicit nominations for the various elected positions. He will be attending NASFAA meetings in March and April.

Vice-President Report (Pat Peppin)
No Report.

President Report (Tami Sato)
Tami reported she has been extremely busy with her duties. One of the hot topics for NASFAA is what to do when Dallas retires? She provided the committee with a log of her activities.

Alaska Report (Teri Gravenmier)
Teri reported that FAFSA Frenzy would be taking place in February at the University of Alaska. College Goal Sunday was well underway at several locations. ALASFAA will be reviewing their 501©3 status. The president-elect will be attending leadership in D.C.

Arizona Report (Terri Eckel)
Terri reported Arizona will hold their 11th Annual College Goal Sunday on February 11. Their spring conference is April 4-6 and the fall conference is December 4-6. Financial Day at the Capitol will be moved to next year’s goals.

California Report (Louise Jones)
Louise reported that CASFAA is over and so is her presidency…YEAH!! CASFAA has banner ads on their website and presented to the Commissioners of the California Student Aid Commission.

Idaho Report (Sheri Dewey)
Sheri reported that the IASFAA is working on finalizing P&P changes. They have also been conducting Federal Financial Aid Informationals for parents and students. The Idaho President-elect has resigned so EC is working on a recommendation.

Nevada Report (Renee Davis for Christina Twelves)
Renee reported that College Goal Sunday was a success. The elections for 2007-2008 have been concluded. Financial Literacy programs are happening all over the state.

Oregon Report (Tracey Lehman)
Tracey reported Oregon did their first paper newsletter in January. Their first College Goal Saturday is preliminarily considered to be a success. Tracey has handed over her duties to the new president.

Pacific Islands Report (Jannine Oyama)
Jannine reported that over 50 presentations were done at high schools for parents. College Goal Sunday was a success. Nominations are being called for to fill the 2007-2008 EC for PacFAA. Our Spring Conference will be in early April on the Big Island.

Washington Report (Wendy Olson for Carla Idohl-Corwin)
Wendy reported that College Goal Sunday was a success. There are WFAA volunteer members working with a variety of groups.

Ethnic Diversity Representative-at-Large Report (Luhui Whitebear)
Luhui reported there have been several activities attended to promote diversity. Working on welcome for annual conference. Working with 2007-2008 chair to transition activities for next year.

Segmental Representative-at-Large (Jana Narcia)
Jana reported she has been working on networking and training. She has been working to emphasizes the importance of involvement in both AASFAA and WASFAA.

Associate Representative-at-Large (Don Black)
No Report.

Other Discussion
Transition Meeting Reminder: Year-end reports due two weeks prior to the meeting. The meeting is scheduled for March 22-23, 2007 in Coeur d’Alene, Idaho.

NASFAA State and Regional Awards: Tami is looking to nominate Kate Peterson. Tami will present the Regional Awards.

Next EC meeting is scheduled for May 5, 2007 in Anaheim, California. Strategic Planning and Fiscal Planning will meet prior to the EC meeting.

MOTION: Tracey Lehman moved for adjournment. Louise Jones seconded the motion. Motion carried.

Meeting was adjourned at 1:53 p.m.