



**FASFAA Executive Board Minutes**

**November 18, 2021**

**10:00 am – 12:00 pm**

The FASFAA Executive Board met virtually via Zoom on Thursday, November 18, 2021, from 10:00 – 12:00 pm

**I Call to Order**

President Katie Conrad called the meeting to order at 10:05 am on Thursday, November 18, 2021.

	Voting	Present	Position	Last Name	First Name
1	V	Y	President	Conrad	Katie
2	V	N	President-Elect & Nominations	Bailey	Nadine
3	V	Y	Immediate Past President & Fiscal Concerns	Lovett	Dameion
4	V	Y	Vice President of Training	Hatcher	Kris
5	V	Y	Secretary	Ambridge	Susan
6	V	Y	Treasurer	Brzozowski	Eileen
7	V	Y	Treasurer-Elect	Moat	Tracy
8	V	N	Region I Representative	Rozborski	Joanne
9	V	Y	Region II Representative	Hammond	Chas
10	V	Y	Region III Representative	Parrales	Angelica
11	V	N	Region IV Representative	Gloster	Kimberly
12	V	Y	Region V Representative	Miles	Marissa
13	V	N	Conference Chair/ Member at Large	Martin	Tamika
14	V	N	Federal and State Legislative Chair/ Member at Large	Dirghalli	Jacob
15	V	Y	Business Partners Advisory Council Chair/Member at Large	Ayers	Bill
16	V	N	Vendor/Sponsorship Coordinator/ Member at Large	Dickerson	Laura
17	V	Y	Site Selection/Event Coordinator/ Member at Large	Molinares	Irma
18	NV	Y	Electronic Services	Schworn	Edward
19	NV	N	Early Awareness/ Outreach/ Financial Literacy Chair	Hunter	Will

20	NV	Y	Membership Chair/Volunteer Coordinator	Chavers	Kristina
21	NV	Y	Scholarship / Charity Chair	Welch	Pamela
22	NV	N	Grad/Professional Private/For Profit/Non-Profit)	Robinson	Rachel
23	NV	N	Vocational -Technical / Clock Hour	Randolph	Tiffany
24	NV	Y	OSFA Outreach Liaison/Newsletter	Hernandez	Pedro/Pete
25	NV	Y	OSFA State Grants and Scholarship Liaison	Campbell	Parker
26	NV	N	Parliamentarian/Historian/Special Projects	Kruger	Wayne
27	NV	N	Private Schools Liaison	Booker	Steve
28	NV	N	Global Issues/Member at Large	Wilcox	Ivy
99	NV	N	Bookkeeper (Staff)	Francis	Gwyn
	NV		Conference Curriculum Coordinator		
	NV	Y	New Aid/Intermediate Aid Officers Workshop Coordinator	Portela	Odalys
	NV	N	LEAP Coordinator	Williams	Trellis
	NV	Y	LEAP Coordinator	Mwango	Kamia

A quorum for voting was met with 11/17 voting members present (65%). There were 14/28 members of the Executive Board present.

**Board Members Unable to Attend:** Nadine Bailey, Joanne Rozborski, Kimberly Gloster, Tamika Martin, Jacob Dirghalli, Laura Dickerson

**Guests:**

**Leaving Early:** Irma Molinares

## **II Approval of Prior Meeting Minutes**

President Conrad declared the minutes from the October Executive Board meeting passed with edits by acclamation.

## **III Review of Financial Reports**

- Eileen discussed a brief overview of the current Budget vs Actual budget and sent it to the Executive Board. Eileen anticipated that the October statements will be sent to the Executive Board soon with full information for prior months of July 2021 through June 2022 reports.
- Membership is on track and the clock hour workshop and membership are just under the goals of the budget.
- Sponsorship is coming in with some rolling forward from last year. Invoices will be going out soon.
- There has not been money spent due to most things being virtual. The IRS 990 is due in four to five months after the end of the fiscal year on November 15.

#### **IV New Business**

- a. Conference Committee, President Conrad: The committee is well underway on planning the menus. The Keynote speaker for the opening is still being worked on as well as the National Anthem, Color Guard, and two nights of entertainment. Donations for giveaways are welcome and appreciated for Bingo. Requests for proposal will go out soon. President Conrad requests that suggestions for topics of interest be sent to her as well as volunteers from the Board to do presentations.
- b. Training Committee, Kris Hatcher and Region Reps:
  - Kris Hatcher shared that a search is underway to find a Creative Curriculum. The Training Committee has not met yet as a group for fall training. Region Reps, Conference Committee, and LEAP will begin meeting from December through June to ensure there is no overlap and ideas. Webinars, there were almost one per month, except for September and attendance went well so far.
  - Karissa Lawson has joined the Training Committee as the new Coordinator of Webinars and shared her appreciation and excitement about her new role. She is working on December sessions. Karissa is working on emails for membership and is looking for ideas for future webinar series topics. Kris Hatcher shared that although we will be doing more face to face, that he still wants to continue with webinars as well.
  - President Conrad congratulated Angelica Parrales for the Cost of Attendance presentation at the recent webinar.
  - Marissa Miles and Chas Hammond thanked Kris Hatcher for the leadership and assistance provided to all the Region Representatives.
  - Kristina Chavers is still getting volunteer forms and forwarding them to the committees.
- c. Scholarship Opportunities, Laura Dickerson: On behalf of Laura, President Conrad shared that Laura feels confident about getting more sponsorships.
- d. Leap Program, Kamia Mwangi: Kamia introduced herself as the new Co-Chair of the FAFSAA LEAP program for relatively new Financial Aid Administrators who want to continue to grow in the career. Kamia shared that she hoped to have ten, but so far have six as some had to withdraw or are not able to participate. The six have been matched to mentors. The syllabus has been created. The other Co-Chair is Alexandra Rosado from CampusWorks. President Conrad suggested making an end of the year presentation and open it to the Board. Kamia is looking for volunteers to participate on some panels and will reach out directly to the Board with more information.
- e. New Aid/Intermediate Workshop Site Selection, Irma Molinares: Irma is hopeful for a contract with the Embassy Suites Lake Buena Vista. Details are still being worked on. There will also be a Board Meeting at this location as well.
- f. Fiscal Concerns, Dameion Lovett: Dameion states that there have been a few meetings so far. The next meeting is after Thanksgiving. Preparations are underway for the next internal and

external audits that are coming up. More updates will be sent out soon.

g. Other Updates, Committee Chairs:

- Bill shared that a business partner survey is delayed due to issues with the platform with pricing and other issues, which have now been resolved. A survey will be sent out after the Thanksgiving break.
- Pedro shared that the newsletter is still being worked on with Dameion. It will be sent this afternoon to the Executive Board.
- Pamela stated that she has reached out to the charity to be at the open and close of the session. She is working on getting a list of what they need and will also be working on the website soon. She shared that it should be ready for the spring in person meetings for Region Reps to use for the Bonnie Pirkle Scholarship as well.

**V Other Business**

- a. Taskforce for federal loan repayment/default prevention/forgiveness: President Conrad shared that there will be a webinar top on this in January. Also, it is anticipated that the default rates will change soon.
- b. Spring Executive Board Meeting date and location: President Conrad reminded the Board that January 19 and 20, 2022 will be an in-person spring Executive Board meeting in Orlando. She is looking for Board volunteers and a survey for attendance will be sent soon.

**VI Adjournment of Meeting**

With no further business to discuss, Katie Conrad declared the meeting adjourned at 11:00 am.

Respectfully submitted by,  
Susan Ambridge  
FASFAA Secretary