

West Virginia Association of Student Financial Aid Administrators
Executive Committee Meeting
Canaan Valley Resort
Canaan, WV
March 31, 2009

MEMBERS PRESENT

Tresa Weimer, Sandra Oerly-Bennett, Jean Ann Bevins, Trish Harmon, Kaye Widney, Carla Strawn, Amanda Sites, Buck Eagle, Sharon Howard, Cindy Hudok, Alicia Stromski, Patricia King

Meeting called to order 8:05pm

SECRETARIES REPORT

Sandra Oerly-Bennett made a motion that the minutes be accepted as written. Motion seconded by Kaye Widney. Motion passed. Buck will be taking action items from the minutes and sending emails remind everyone what they need to be doing.

TREASURER'S REPORT

Jan, Feb, and March cash receipts are reflected. General ledger as of this morning is current except for checks received this evening. We did receive bill for NASFAA materials which totaled \$3017.16. Still have about 50 people not paid for conference. Normally everyone comes to conference and pays so the number of people that paid in advance is much higher. We have more money prior to the conference than we typically have. Sandra asked about paying by credit card and why we are not doing it. There was discussion about charges that association would have to pay to accept credit cards. Sharon will look into us using credit cards to see if it is feasible for the association to utilize.

Susanne Duranti audited the books and everything is clean. She did not charge the association and will do it again for us.

Sandra moved to accept the treasurer's report, Trish Harmon seconded. Motion carried.

COMMITTEE REPORTS:

AWARDS

Awards have been printed and plaque has been delivered to conference by Carla. Awards will be presented on Thursday at dinner.

P&P

Cindy has made updates to P&P to reflect our change back to having a conference twice a year. She also changed wording about computers to reflect computer and stated we donated the other due to age. Exhibitor fee was changed to \$750 exhibitor fee with no registration fee. She will send changes to Karen Lay and she will let us know when it is posted. Cindy questioned if we made changes to online banner ads. PNC paid for a banner and ATAC did not do it. Nothing has ever been done with these ads since last

discussion. The Exec. Committee decided to continue to offer the banner ads because it doesn't hurt to offer.

NOMINATIONS

11 people voted ahead of time. Voting will be through lunch Thursday and then after that Sandra and Buck will count the ballots.

NEWSLETTER

Lake says that the only people that are getting her information are lenders. Having a news center on the webpage was suggested by Sharon instead of a newsletter. Even though it may be a little more expense would it be worth it? The exec doesn't think that anybody will read it even at that point. Sharon suggests that we are passed having a newsletter and that it may be obsolete. The person responsible for the newsletter instead could just do short emails to the listserv including personnel changes, meeting schedules, etc. Announcements, news, and updates can just come quick through the email rather than a full newsletter every quarter. There is nothing in P&P about newsletter. There is a job description for newsletter so that will go away. Members will still not get the emails if they are not a member so that would still be a perk of membership.

MEMBERSHIP

Sandra has pins that will be given to 26 new members. We haven't given pins for some time, so we should give pins to people that do not have one from the past. Buck gave Amanda a pin. The new members will have stars on their nametags so we can identify the ones that need pins. Sandra will have a membership number at the end of the conference.

AWARENESS AND COUNSELOR'S WORKSHOP

Sandra asked if Counselor's workshops will be the same format again. Buck says that it is too early to tell. She suggests a session at the conference for fall explaining in depth what the subjects will be.

Evaluations were received from counselor training. There were three sites that did not respond. Nina used what she had to report to DOE. MSU, WVU and WVUP did not submit evaluations. Ones received were very positive comments. Nina has sent request in to DOE to participate for this year and when Sandra decides who will do Awareness for her term, Nina can add them to the contact information. We can refer the counselors to DOE website to register but we do not feel that is a good idea. 166 evaluation forms were used. 122 high school counselors, 3 junior high, 4 trio, and 37 others. 78 people that had less than 5 years experience. Ratings were listed mostly as outstanding. The counselors do not want webinars, they want face to face training with someone that can answer questions. There will be online training required of all hosts. 15 states are participating in this program.

Governor declared awareness month again. There was no funding this year. Sandra asked if training for fall will be same material. Nina says she has not seen material yet. The ones that hosted workshops last year are interested in doing it again.

GOVERNMENT ISSUES

Kaye says that she didn't send out a lot of information because of all the information from MASFAA and NASFAA. Kay brought what MASFAA released on the summary of HEOA. She will hand out information at the business meeting. Kaye forwarded information about the DL and FFELP issue to Buck because it should be an association stance. Plus auction has been delayed by the house for now. They are still planning on eliminating FFELP. Kaye was on the ad-hoc for the Promise changes. The committee did not propose that the changes be implemented for 09-10. The committee did feel that they needed to make recommendations for changes. The governor decided to take it for 09-10. \$4750 is limit and HEPC will be able to make changes without coming back to legislature. The committee recommended getting rid of the promise board.

WEBPAGE AND DIRECTORY

Report given via email to Buck:

Karen has worked to remove old names from the database. The old directory has been removed. The database of members is available at any time. Links to the various agencies such as HEPC, MASFAA, NASFAA, Governor's Office, State Legislature, etc. are under the tab called "Directory Resources". The history of WVASFAA and award winners are listed under other tabs.

If anyone has suggestions, ideas please let Karen know.

Action Item:

There are upgrades to the website to increase functionality that is available from ATAC. For those who need reports, labels, track money, conference information, etc. these items are very important. For example, we would be able to mark people inactive without removing them from the database, a new link for event membership variance and links for comp payments and comp reports.

Karen inquired about the committee chair access module that we do not have at this time. This allows committees to have their own "part" on the website. That module costs \$400 alone. We had chosen not to add that component when we first went online in Spring 2005.

As noted below, all of the upgrades, including the Committee Chair Access can be done for \$525. The site would be offline a few days while the upgrade takes place.

ACTION: Karen recommends that we tell ATAC to proceed with our website upgrade at the cost of \$525.

Comment:

When Paula at ATAC saw that we were doing a paper ballot, she asked if we wanted to remove the ballot module from the schedule. Karen thinks that this time paper was used because of timing issues. Her reaction is to tell her that we want to keep electronic ballots because we plan to use them in the future. The cost is \$300 for each time we

present a ballot. We paid for the initial setup in 2005. She cannot remember if we have ever balloted online.

She is recommending that we use electronic balloting in the future. No action is required.

LONG RANGE PLANNING

Trish Harmon did go to Comfort Suites this morning we have a rate of \$79 for single which is down from \$99 previously.

Pipestem has been confirmed for spring 2010. We have room rates \$63/night average. March 31-April 2nd. Nina asks that we check with quarter hour schools on dates of conference because they cannot attend because classes are usually starting when we have spring conference. Trish needs to check with Lake and Pipestem in regards to flexibility for spring conference.

There is an offer from Canaan to return with rates locked in if we let them know by April 15. Sandra asked to see if we would wait to see what evaluations look like before we take Canaan up on their offer for fall 2010. We need to review those evaluations very quickly and report back to make a decision before April 15th

NASFAA TRAINER

Topic for fall will not be out until June. It was discussed at the last meeting the Tresa would do a session at Spring 2009 conference. She felt that people were already into processing for 09-10 so the session changed and she will be presenting FERPA changes.

ASSOCIATE MEMBER ISSUES

Carla says we have four vendors, ASA, Ed America, PNC and AES. We have lenders here that are not vending...Sallie Mae, USA Funds, ELM, Firth Third, TG, and National Education. Ben's territory has expanded. He will still do loans in WV but will not be marketing in WV. Therefore, he will not be able to carry out his duties as Associate Member Rep. for 2009-2010. Carla has agreed to be Associate Member Rep for another year. Fall of 09 the lenders need to have an election for Associate member rep elect.

RECRUITMENT AND RETENTION

Jean Ann sent out letters asking people to attend. Karen extracted names of people that were members last year and did not come to the fall conference. The intent was to get those people back. Jean Ann is thinking of emailing the 26 new people after the conference. Buck would like her to do Thank You cards to those 26 people also. Buck thinks that for the fall 2009 conference, we should have a newcomers reception. We should target our 26 new people and anyone new for fall. Sharon suggests we do a door prize drawing to give one conference registration to one of the 26 new people at this conference. We will do the drawing at the Thursday dinner. Sandra suggests that we do one also for continuing members to promote retention. Sharon will take care of the logistics. Jean Ann bought little boxes of chocolates for new people also.

SPRING 2009 CONFERENCE

Registration starts at 9:00 in main lobby. Nina is bringing "Hello My name is" nametags for admissions people. Jack has sent a letter to all counselors in the area asking them to come to his session on Thursday about the portal but only had one response.

PROGRAM COMMITTEE

No report

SITE COMMITTEE

Canaan was pretty easy to work with. No major problems

FALL 2009 CONFERENCE

Parkersburg Comfort Suites original rate was \$90. They have now lowered it to \$79 because the ownership has changed. Trish Harmon took a tour. The facility is very nice and rooms are beautiful. Double suites have stove, refrigerator, couch, etc. Half of the old facility will be remodeled by fall 2009. The biggest concern she has is with the conference area. It may not be big enough. Breakouts can occur on the enclosed patio. They have three conference rooms that we may also be able to use. We can do buffets. Continental breakfast is included in room charge. They require \$200 deposit. The conference room fee will be based on participants. The rate may be \$75. Vending area will possibly be one of the conference rooms.

Amanda Green and Sommer Boggess from Ohio Valley University will be site for fall. We still need program committee. We need someone not on Exec. in order to get others involved.

OLD BUSINESS

June 11 will be next exec committee meeting in Clarksburg. Business officers from all institutions will be invited for fall 2009 conference.

NEW BUSINESS

No New Business

ADJOURNMENT

Adjourned 9:45pm