**WVASFAA Executive Committee Meeting**

**March 29, 2023**

1. **Call to Order-** Candi Frazier, President, called the meeting to order at 6:46pm. Those in attendance: Stephany Amos, James Buchanan, Cody Call, Ed Cole, Candi Frazier, Sheri Goff, Laura Helmich, Kevin Holman, Karen Martin, Sarah Musgrave, Consuela Phillips, Chester Priest, Lake Tackett, Christie Tomczyk, and Jacob Witt.

1. **Review and Approval of Minutes-** The minutes from the January 18, 2023, Winter Retreat Virtual meeting were provided prior to the meeting. Sheri moved and Lake seconded to approve the minutes. The motion passed.
2. **Review of Treasurer’s Report-** We have$54,000 less a pending $2200 website payment between our checking and CD. Candi said we have saved on spending since Aaron did not go to the NASFAA Leadership Expo and she will not attend the NASFAA Annual Conference. Candi will attend the MASFAA Conference in Indianapolis, IN in October. We made $4600 in profit from Fall 2022 conference. Stephany asked if we go over the $300 budget for tee shirts/hoodies can the board approve an increase-Candi said yes. Consuela moved and Lake seconded to approve the increase the budget for tee shirts/hoodies if necessary. The motion passed.
3. **Reports:**

**President’s Report-**

-Candi has enjoyed her year and engaging with MASFAA. She attended all board meetings and has one coming up in Duluth, MN. Candi did increase volunteerism, particularly on the current board. We got agendas out six weeks prior to our conferences. Terry Miller and James will be serving on MASFAA committees this year.

Sarah asked how we can get students to graduate. Lake said new enrollments are down as well as high school graduation rates. Ohio is increasing state funding to keep students in state. Candi thanked everyone for serving on the board. Lake said one day Fall training publicity will help get more people to attend trainings and conferences. Sarah asked for conference attendance number-Jacob said currently there are forty-eight registered. Lake encouraged everyone to visit our business partners during the conference.

**Committee Reports:**

**Nominations and Elections, Past President-** Consuela shared the results of the election. She will be President-Elect for 2425. For 2324 James will be Secretary, Stephany will be Treasurer, and Matt Nettleton will be Associate member. The three individuals that will be recognized for Lifetime Membership are August Kafer, Jeffrey Scott, and JoAnn Ross.

**President-Elect-**Lake is looking forward to her year and having a virtual or in person transition meeting. Candi will share her draft budget with Lake.

**Associate Member-**no report.

**Spring Conference-** Kevin said conference volunteers were great to work with. All moderators are confirmed, and all presentations are in except for a few. Candi said she is doing an EFA session and will use a presentation from OASFAA. Jacob anticipates a profit from this conference.

**Government Issues-**no report.

**Long Range Planning-**Laura did a RFI for 2024 and 2025. She has received three estimates from the following:

**\***Flatwoods: $15,000, including food with a room rate of $109 but no AV

\*Glade Springs: $16,000, including food with a room rate of $119 but no AV

\*Stonewall: $30,000 including food and $6000 separately for AV

Lake asked if we had an estimate for Bridgeport-none at this time. Candi’s concern with Flatwoods is food guarantee; Karen asked if we are looking at the south for Spring. Candi asked about Fairmont. Karen asked are people tired of Bridgeport Candi says yes. Lake asked Laura to check Delta in Huntington (Mike Shockley is contact) and Mardi Gras in Cross Lanes; Laura suggests touring a place for future conferences and getting a room for the transition meeting.

**Website-**Cody said the google drive account has been created. Please send Cody or Bethany any info from your committees. Lake asked where association pictures are. Karen said scrapbooks are at the HEPC office.

**Financial Aid Training for Counselors-**Karen said FAFSA Simplification will impact our training. She wants to move the training to November. Candi asked Karen what the training will look like. Karen said one will be virtual and will be recorded and that we need to get them scheduled before Thanksgiving break; Candi asked if communications will be changing, and Karen said yes.

Candi said the ASL interpreters charge needs built into our budget. At least one of the sites (either virtual or in person) will have an interpreter. Karen moved and Ed seconded to include in the budget funds available for ASL interpreters for at least one conference. The motion passed. Stephany asked for Karen to send counselor info to schools. Lake said we need to be at the Student Success Summit for high school and rehab counselors 7/12-13 at the Charleston Coliseum and Convention Center.

**Awards-**Chester saidthere will be one year of awards. Those in attendance will get their service awards and others will be mailed out. There will also be a slide presentation highlighting years of service.

**Social Outreach & Promotion-**Sarah has alerts to post for the conference, including vendor presentations. Ed and Christina Hayslett are on her committee. She said to let her know if anything else needs shared, especially on Facebook.

**Membership, Constitution, Bylaws, & P&Ps-** Candi said the job description for site and program need updated.

**Diversity & Inclusion-** Consuela said we want diversity and inclusion statement from association; she will email executive committee what D, E, & I means to us; Candi wants this incorporated into our association mission statement. We should bring ideas to the transition meeting and review the mission statement overall. Candi suggested sending our ideas to Consuela and Ed by May 1 and then send out to the full membership.

**Professional Development-** Christie encouraged everyone to come to the newcomer’s session.

**Auxiliary Issues-**no report.

**Retired & Lifetime Member**-no report.

1. **Old Business-**Candi said we need to explore institutional membership; Lake asked how MASFAA’s was doing-Candi said it was working well. Candi will do research on state data and said institutional membership helps with volunteerism; Sheri said staff turnover is a factor too.
2. **New Business-**

\*MASFAA 2023 Conference in Indianapolis-Oct.22-25.

\*Candi asked for a moment of silence for Janet Ruge, who recently passed away. Janet served as WVASFAA President in 2005-2006.

1. **Adjournment-** Lake moved and Karen seconded to adjourn the meeting at 8:07pm. The motion passed.

Respectfully submitted,

James Buchanan

Secretary