



*West Virginia Association of Student Financial Aid Administrators*

**WVASFAA Executive Committee Dinner & Executive Board Meeting Minutes**

**March 25, 2019 – Stonewall Jackson Resort**

**Call to Order** – President Consuela Phillips called Meeting to order at 5:50pm. Those present were: Gwendolyn Bausley, James Buchanan, Joie Doebling, Candi Frazier, Stephany Harper, Karen Martin, Sarah Musgrave, Alisha Nickolich, Consuela Phillips, Chester Priest, Alice Roberts, Nicole Solomon, Carla Strawn, Lake Tackett, and Brian Weingart,

**Review and Approval of Minutes** – Karen Martin presented the minutes from the Executive Board meeting at Rocky Gap with a thank you to Sarah Musgrave for taking the minutes in her absence. Edits were presented to Karen for corrections, Brian moved the minutes be accepted as edited, and Lake seconded the motion. Motion carried.

**Reports of Officers and Committees**

**President's Report – Consuela Phillips-** President's Report - Consuela asked Karen to distribute and explain the evaluations received from the Fall conference. 36 respondents completed the survey that was about 50% of the attendance that was a good response. The response down the line was 50-50 on most responses. It was well worth the effort of combining with Tri-State and the consensus that we would like to do it in the future, however they have their conferences booked out 3 years and travel would become an issue. We could look to combine with other area associations possibly in the future.

Consuela apologized that she would not be able to go the State Exchange in Iowa. She reported that Stephany Harper and Nicole Solomon attended NASFAA Leadership training in Washington, DC. They both stated that they enjoyed the trip, the experience of being on the Hill was a chance of a lifetime and the information received was invaluable.

Consuela also stated that she was unable to attend the MASFAA Board meeting in Chicago on February 4, 2019. She also reported that WVASFAA purchased 3 projectors and they will be housed at the Central Office. WVASFAA Gear is available.

**Past-President's Report – Katie Cooper** – Katie sent greetings and an apology that she was not able to attend.

**Nominations & Elections Chair Report – Katie Cooper** - Elections were conducted in the Fall. Nicole Solomon, President-Elect, Karen Martin Secretary, Stephany Harper Treasurer and Carla Strawn, Associate Member Elect.

**President- Elect Report – Lake Tackett** - Lake stated that she was excited and she was ready to get going.

**Treasurer's Report –Stephany Harper** – Presented a General Ledger through present with a



balance of \$50,359.39. She also presented an accounting of the Fall Conference showing a profit of \$4,844.62. She also gave an accounting of monthly ledgers beginning November 2018 through present.

**2018 Fall Conference Report – Candi Frazier, James Buchanan, & Tiffany Myers** – Candi and James both agreed they thought it was an excellent conference and well worth the effort to join with Tri-State.

Candi reported that we have 87 registered for the Spring conference and 11 vendors, which was excellent. Breakfast for the Executive Board would be in the main dining room from 8:30-9:30 and you must sign in so we can keep track for billing purposes. Hospitality Room is room 325. Consuela decided the exhibitor fees were dropped \$100 for the Spring Conference if they attended at the Fall conference. The fee for fall was high and she thought it only right to do so.

**Associate Member Representative Report – Carla Strawn** – Reported that all the associate members were pleased with the fall conference and she was excited that we had 11 for the spring conference. They had decided they were comfortable with us calling them Business Partners instead of vendors. A question has been asked if a business partner couldn't attend could they sponsor an activity or a meal. We would have to change the Policy and Procedures but we could discuss it. It was decided to look at other association policies and see how they handled it.

**Long-range Planning Chair Report – Carla Strawn** – Carla has been in contact with Glade Springs Resort for Fall Conference. Dates are October 22-25<sup>th</sup>. Rooms would be \$89, no charge for meeting rooms and a voucher for one-night stay at the Greenbrier Resort. For Spring Conference Lake is looking at a new facility at Pullman Square in Huntington maybe the week of April 20, 2020. Transition meeting will be July 14-15 in a house at Glade Springs.

**Professional Development & Training Chair Report – Nicole Solomon** – Nicole reported that we have 12 new members registered and would request that the Executive Board attend Tuesday morning at 11:00 am. She was overwhelmed with the response she received when she requested mentors for new members. She was very please how many people volunteered. She has nice gift bags for the new members and apologized that she would not be there as she was leaving on vacation in the morning but Candi would handle the Newcomers session. She also reported on the webinars she has been advertising through the WVASFAA listserv.

**Financial Aid Training for Counselors Chair Report – Karen Martin** – Karen reported that she would be sending out emails next week to ask for school volunteers to host the workshops in September. She wants to nail down the dates to inform counselors before they leave for the summer.

**Membership & Website Chair Report – Membership- Alisha Nikolich/ Website Co-Chairs Candi Frazier and Johanna Doebling** – Candi passed out membership statistics reports showing number from 2004-2005 to 2018-2019. Membership has increased to its highest is 14-15 to 164 and present is down to 117. Everyone thinks this is probably do to cuts in budgets. Discussion ensued about the new website. ATAC will be discontinued November 2019. Joie Doebling presented her



research about the new website companies available with a PowerPoint presentation and she and Candi had made a determination that Wild Apricot was more cost effective and user friendly. She explained the differences with some different companies and that we would have full control and would not have to pass off items to Wild Apricot to post. Joie has obtained a 30-day trial and we would get a price break if we paid for 24-months in advance. Consuela asked for volunteers to assist Joie and Candi for the transition from one website to the other. Karen Martin, Stephany Harper, and Carla Strawn volunteered to assist Joie, Candi, and Alisha. ATAC will give us all the materials on the website on a flash drive to move all the data. We have acquired canvas bags with our logo for the conference. Alisha also designed and mailed post cards to try to increase our membership.

**Constitution & Bylaws, Policy & Procedures Chair – Gwendolyn Bausley** – Gwen reported that the Policy and Procedures had been updated with diversity, award year and membership dates. It has been uploaded to the website.

**State & Federal Issues – Brian Weingart** - Brian reported that Senator Lamar Alexander from Tennessee, Senate Education Chair is trying to get the reauthorization bill pushed through before the next election. We survived our State Legislative session and we have a new grant called WV Invests Grant. It will be the last dollar in and the courses available will be determined by the Department of Commerce. A contract will be provided for each school as drug testing is required for each semester.

**Awards Chair Report – Chester Priest** - Chester reported that there is a discrepancy in the Policy and Procedures and we need to look at when we pick up awards because they have a tendency to overlap. Karen informed the committee that Tom Isle and Jeff Scott were retiring May 10<sup>th</sup> and Chester and Candi were going to make sure they purchased something for both of them.

**Diversity & Inclusion Chair Report – Co-Chairs Consuela Phillips, Pedro Sanchez, & Tarsha Green** – Pedro and Tarsha were not able to attend but they were going to continue to work together. Tarsha did a nice job at the Fall conference. Consuela said she wanted to keep Diversity at a high level and would love to repeat the Privilege Walk again possibly in the Fall as a session.

**Auxiliary Member Representative – Alice Roberts** – Alice reported that she and Sarah were doing a session to explain how the Bursars Office and the Financial Aid office worked together at Marshall University. She wants to encourage more business office folks to come to the conferences and take the NASFAA Core classes to help them do their job better.

**Social Outreach & Promotion Chair Report – Sarah Musgrave** – Sarah wanted for everyone to keep up with Facebook and the posts during the conference. She will be posting pictures all during the conference. The scholarship fund still has items for sale. T-Shirts are \$10, hooded sweatshirts are \$30 and a combo can be purchased for \$35. We have not broken even yet so we need to push these sales. Nicole suggested we try maybe a travel mug and she and Alicia would look for a vendor.



**Old Business** – Candi wanted to thank Karen for doing a good job on the program for the conference and she figured out the two of them work well together. We pulled it together in a very short time so we could get it to the printer. She also wanted to thank Brian for all the help and assistance he gave her in getting the sessions covered.

**New Business** – Candi was concerned about the issue between academics and financial aid in only taking courses pursuant to your degree. Brian stated that this had not been a part of the audits in the past but would become a part of the audits in the future. In addition, no audits would be done this year because of the work needed to get WV Invests Grant up and running by Fall 2019.

**Adjournment** – Brian moved the meeting be adjourned, Lake seconded.

Respectfully submitted,

Karen Martin  
Secretary