

**NYSFAAA EXEC COUNCIL MEETING MINUTES  
FEBRUARY 6 & 8, 2005  
ALBANY, NY**

**Present:** Sue Aldrich, Maria Barlaam, Carolyn Corcoran, Gail Drapala, Sharon Karwowski, Judi Miladin, Nancy Pawlak, Karen Price-Scott, Kevin Ryan, Earl Tretheway, Samantha Veeder, Joan Warren, Mike Williams

**Absent:** Anne Barton, Clair Jacobi, John Smith

**Guests:** Corinne Biviana, Tom Dalton, Patti Ronan, Jim Ross, Victor Stucchi, Brian Williams, all of HESC and Scott Atkinson of SUNY Brockport

**SECRETARY'S REPORT** Carolyn Corcoran

- December 2004 meeting minutes were distributed before the meeting and note was made of Joan Warren's revision to the Membership Report (Dec.04 minutes will be amended to reflect those changes).

**-MOTION: TO ACCEPT DEC.2004 MEETING MINUTES WITH REVISIONS. DRAPAL/BARLAAM; MOTION ACCEPTED**

**TREASURER'S REPORT** Samantha Veeder

- checking balance is \$135,458.95
- bills for conference and school counselor workshops have been paid and we're gearing up for Novice 2005 bills
- Sam set up new budget line for Gear Up venture with HESC; Sam asked Mike Williams to get her approximate time to receive funds as needs to start reimbursing Anne Barton for some Gear Up travel; Mike will check and get back to Council on that
- Sam will be sending letters by 3/15/05 to statewide chairs to help chairs plan for next year's budget (only CAAN committee went over budget last year); she'll want response back from chairs by 4/15/05
- She's mailing a letter to vendors in mid May, asking what they'd like to sponsor from sponsored items list. This is the first year that general sponsorship items can be combined with conference sponsorship; she'll work with conference committee to determine how much needs to be raised. Sam passed out Sponsorship Category list and raised idea of eliminating the NYSFAAA Directory from the list and replacing it with sponsorship of ads in the Web letter (EASFAA gets a lot of revenue from their Web letter sponsorship).
- Joan asked if we could develop a line item in the budget for membership development; Sam responded that we have been taking membership costs out of the General Exec Council line item. Discussion followed on working out a better budget for statewide training.
- Sam is missing quarterly reports for period ending 12/30/04 from Regions 1,2,5,6,7, and 8 and the regional treasurers have been notified
- Sam has list of unpaid Conference 2004 attendees; discussion followed.
- **MOTION: ANY STATEWIDE COMMITTEE/CHAIR THAT'S TRIED UNSUCCESSFULLY TO COLLECT OVERDUE FEE/BILL WILL TURN THE UNPAID ACCOUNT OVER TO THE TREASURER AND THEN IF NECESSARY, TO THE ATTORNEYS FOR COLLECTION AND THE MEMBER/APPLICANT WOULD BE BLOCKED FROM ATAC SERVICES AS WELL AS BE RESPONSIBLE FOR ATTORNEY FEES. VEEDER/BARLAAM; MOTION ACCEPTED**
- Sam brought up issue of one particular region which has been delinquent with providing treasury reports/records. Sam has discussed with the Exec Council rep. from the region. Discussion followed.
- **MOTION: REGIONS WITH DELINQUENT TREASURY RECORD REPORTS WILL NOT RECEIVE THEIR REVENUE SHARING. VEEDER/WARREN; MOTION ACCEPTED**

**MEMBERSHIP REPORT** Joan Warren

- Currently 1120 members
- Joan has developed membership brochure which was passed around and is available on the website; it highlights benefits of membership and will be printed for distribution
- She emailed all former members around the New Year and invited them to re-enroll and did get a few replies and people who did re-enroll
- Developed new web form to let regions take attendance at regional meetings that Membership V.P. can use to reach out to non-members
- Since the Dec.2004 EC meeting, non-pays have been purged and access has been cut off
- Joan is proposing that anyone who pays dues after March 30<sup>th</sup> would have their dues go to the next year's membership
- She's still cleaning up bad data (some lenders were noted as schools, some public schools listed as private, etc)

**PROFESSIONAL DEVELOPMENT REPORT** Karen Price-Scott

- Had successful FERPA workshop at Manhattanville; attendance was lower than expected; trainer was excellent and

evaluations indicated the workshop was necessary and should be repeated but due to low attendance, Karen is not sure we should proceed with other sites. ♦ Discussion followed with Joan and Maria who both attended agreeing that it was great and thought perhaps the time of the year affected turnout. ♦ Judy suggested scheduling 3 more sites and Gail suggested scheduling 1 more downstate site at the Tri-Regional. ♦ There would be 1 in Albany, 1 in Rochester and 1 in Manhattan. ♦ Karen will monitor responses as she schedules these.

- College Board co-sponsored some tax workshops; an advanced workshop has taken place and now one for beginners is being planned; Karen is working with Scott Lewis of the College Board. ♦ Lucy Manzo, downstate rep. for College Board wanted NYSFAAA to contribute \$1500 per workshop. ♦ Karen thought that was too costly and had emailed Judi about it. ♦ The cost was to sponsor lunch. ♦ It was agreed this was too costly since College Board could not give definitive answer on how many attendees there ♦ d be. ♦
- Scheduled ♦ tax workshops sponsored exclusively by NYSFAAA (with Jim Briggs as trainer) and these are: 2/24 in NYC at Fordham, 3/1 in Albany and 3/4 in Garden City.
- Karen will continue to work with Scott Lewis of College Board on possibly co-sponsoring the Syracuse area tax workshop (Nancy indicated she heard it was set for March 5<sup>th</sup> at Lemoyne)
- Judi advised Karen that something needs to go on website soon

#### **CONFERENCE 2004 FINAL REPORT ♦ Scott Atkinson**

- Scott provided a hardcopy, condensed report that summarized his committee ♦ s findings/recommendations. ♦ He also provided a full report in disc format and a photo summary on disc. ♦ Short discussion followed on the difficulty in finding hotels large enough to host the annual conference

#### **CONFERENCE 2005 UPDATE ♦ Gail Drapala**

- They have a 2/18 meeting at hotel for chairs/co-chairs
- Lender Night In to be held at overflow hotel
- There will be a Novice Reunion with a fee on Monday
- Scheduled Scholarship golf tourney as well as yoga and self-defense workshops for people arriving early for Novice
- Roberto Clemente, Jr. to be on site to raise scholarship funds
- Clair Jacobi trying to organize committee for Lenders Night In
- The hotel bar has been sold to Forest Labs; they ♦ re negotiating with hotel to have bar services and 2 different nightclub/evening options

#### **CONFERENCE 2006 UPDATE ♦ Sue Aldrich**

- The theme is ♦ Mirroring Excellence ♦ (take off on Mirror Lake)
- One main speaker has been contracted (Ethan Zohn of Survivor fame)
- Chairs and co-chairs are meeting 2/18/05 in Lake Placid

#### **CONFERENCE 2007 UPDATE ♦ Clair not present**

- Judi mentioned that the contract was signed 12/2004 and deposit paid

#### **HESC UPDATE ♦ Mike Williams**

- In the future, Mike will email the update to the Secretary in electronic format, for posting with meeting minutes to the website
- Jim Ross is the new acting President of HESC. ♦ He ♦ s a former CICU President.
- Mike will check on first disbursement of Gear Up funds (\$29777 available)
- Website was updated recently; focus groups used for this
- Brian Williams gave an update on Anytime Tap on the Web; the key is for those who don ♦ t do TAP right from the FAFSA link, they need to wait for the email or postcard from HESC. ♦ They ♦ re hoping to have a change form on the Web by summer 2005. ♦ They ♦ ll start sending email notifications next week, acknowledging receipt of applications. ♦ The college profile on the web should be used by colleges to update data.

#### **SCHOOL COUNSELOR WORKSHOP REPORT ♦ Pat Johnson**

- See attached report
- Summarized that reports were received from all regions and approximately 1040 counselors participated at 13 sites
- Evaluations indicated workshops well received
- Earlier planning meeting held in March (vs. June) worked well
- Discussion followed on mailings that go to counselors and suggestions were made to Pat that she will take back to committee for planning
- Point made that regions need to designate their School Counselor Chairs by March

#### **EARLY AWARENESS COMMITTEE REPORT ♦ Nancy Pawlak**

- Nancy distributed a hardcopy report
- Committee is great and wants to focus on elementary and middle schools; they want to work through PTA organizations and have found a website to use to contact PTA ♦ s statewide.
- Have 3 projects planned
- Nancy brought up questions concerning budget issues; she has a budget to cover bookmark costs but not to handle

brochure funding. Judi and Sam encouraged Nancy not to let perceived lack of funding stop her from doing anything. ♦ Nancy wants to have some type of give-away at State Fair and would like to have a sponsor for this ♦ Sharon wondered if we could decide first whether we want to participate again in State Fair as there ♦s an \$11000 cost to rent pavilion and then we subcontract to other educational agencies/organizations of approximately 16-25 in number. ♦ Sam thinks State Fair event currently lumped under CAAN budget and it should have a separate budget line

- Council liked idea of redoing/updating 1999 EarlyAwareness brochure and making it a NYSFAAA piece (no lenders would be listed on it as were on 1999 version)
- **MOTION: TO PARTICIPATE IN 2005 STATE FAIR. ♦ RYAN/WARREN; MOTION ACCEPTED.**
- **MOTION: ♦ TO DEVELOP A SEPARATE BUDGET LINE ITEM FOR STATE FAIR EVENT. ♦ KARWOWSKI/VEEDER;** here some discussion on the concern over proliferation of committees within NYSFAAA so the motion was amended as follows:
  - **MOTION: TO DEVELOP A SUB-CATEGORY AND KEEP THE STATE FAIR EVENT UNDER CAAN IN THE BUDGET. ♦ MILADIN/DRAPALA; MOTION ACCEPTED**
- Nancy asked for clarification of calendar for committee member tenure and chairmanship tenure; discussion followed. ♦
- The new Early Awareness brochures can come out of current budget
- Nancy did clarify, in response to question from Judi, that the committee did discuss having a workshop for middle-school counselors
- Judi will nominate the Early Awareness bookmark for a NASFAA award
- More discussion on State Fair; Sharon gave a bit of an update; wanted Council to be aware that next year ♦s price to participate will rise 10%

**EASFAA REPORT- Anne Barton (submitted electronically/see attached)**

**PAST-PRESIDENT ♦S REPORT ♦ Anne Barton (submitted electronically/see attached)**

- Discussion on Nominations and Elections occurred after review of Past-President ♦s Report ♦ We can only have 1 electronic election happening at a time with ATAC so we ♦re going to have to schedule appropriately.
- This is year that all regions need to elect/re-elect Exec Council representatives (new representatives take office Oct.2005) so regions need to time/schedule elections based on that
- Earl Tretheway, as Communications Chair, is the person that regions need to contact to set election schedule; Earl suggested that Council set a schedule up
- Election cost per region is \$275; it ♦s up to the region whether it wants to also elect/re-elect other regional officers at same time; there is still an option for regions to conduct elections via paper
- Judi pointed out here that the Gear Up proposal has been submitted to HESC and Anne Barton is currently at the Gear Up Conference

#### **REGIONAL REPORTS**

- Written reports submitted by Regions 3, 4, 5 and 6
- The following oral reports were given:
  - Region 1- all of their reports/minutes should be on website. ♦ They ♦re pushing training at every regional meeting
  - Region 2 ♦ absent
  - Region 3 ♦ Trying to include training in all regional meetings. ♦ Suggestion from a member to create a speakers bureau list for regional training. ♦ List should include who ♦s available to do training, cost of the speaker, description of what speaker does and what the lead time is to secure the person. ♦ They ♦re struggling with their Mentoring Committee; should it be informal vs. formal structuring. ♦ They ♦d like more guidance from statewide level on that. ♦ They still haven ♦t gotten their Novice list. ♦ They ♦ve had a lot of discussion on CAAN email campaign. ♦ They received only 1 or 2 emails for ♦Ask the Expert ♦ feature; maybe it ♦s at a point where needs to be re-evaluated/overhauled.
  - Region 4 ♦ Held a Dec.2004 meeting at Citizens in Albany. Had a training session with Texas Guarantee on leadership skills. ♦ Their next meeting is 3/1/05 with tax workshop training. ♦ Regions 5 and 8 are invited to that training.
  - Region 5 ♦ Next meeting on 3/11/05; Vince Scalise doing presentation on ♦Rude and Impatient ♦ and also Duane Quinn from ASA doing a tax return presentation. ♦ Will have an April meeting with training on credit scoring
  - Region 6 ♦ Joan gave short report for Clair. ♦ Over 90 ♦ members attended holiday party in Dec. 2004. ♦ Held training by ASA on verification, loans and stress management on 1/21/05. ♦ Tax workshop to be held on 2/25/05. ♦ Clair is recommending having 2 regional co-chairpersons; recommendation to be presented at 3/17 meeting. ♦ Region wants to be able to get funding to utilize Events Management component of website for coordinating planning of their June 2005 Summer Outing.
  - Region 7 ♦ Surveyed members about future regional meetings. ♦ Last meeting was 1/28/05; NLSP did training on Consolidation. ♦ Tax workshop to be held March 2005. ♦ Support staff workshop scheduled for April 2005.
  - Region 8 ♦ Dec. 10<sup>th</sup> regional meeting in Lake Placid. ♦ Conference 2006 was discussed. ♦ School Counselor workshop evaluations discussed. ♦ Support Staff workshop in Oct. 2004 was well attended. ♦ Discussion held

on having etiquette training. ♦ Larry Z. gave federal legislative update at Dec. 04 meeting. ♦ Next meeting scheduled for Feb. 9<sup>th</sup>.

Judi encouraged all Council representatives to get their regional reports on the website and emphasized that it ♦s the Council representative ♦s responsibility to make sure that regional folks get information out onto the regional websites.

#### **LEGISLATIVE TRAINING & RELATED DISCUSSION**

- Set for Feb. 25<sup>th</sup>, 2005 to focus on difference in federal vs. state aid programs and on Needs Analysis
- Earl brought up issue of ads for the Gazette and sponsorship; they were nervous this year as almost didn't have enough ads; got some last-minute. ♦ Earl questioned whether we want to add sponsorship of Gazette ads to our sponsorship menu. ♦ Brief discussion followed.
- **MOTION: ♦ THAT WE PUT GAZETTE ADVERTISING OUT FOR SPONSORSHIP. ♦ TRETHERWAY/WARREN; MOTION APPROVED.**

#### **HESC STAFF GREETING/COMMENTS**

- We were joined by the new Acting President of HESC, Jim Ross and the new Executive V.P., Corinne Biviana, as well as Tom Dalton, Senior V.P. for Customer Relations, Patti Ronan, Director of Corporate Initiatives, and Victor Stucchi, Chief Information Officer.
- Comments were made by all and Corinne offered to use her contacts with her former employer, the Consumer Protection Board, on the issue of scamming.

#### **PRESIDENT ♦S REPORT ♦ Judi Miladin**

- Met again with John D ♦ Agati of Sen. Lavelle ♦s office; one of budget ♦s TAP proposals involves increasing academic standards in early semesters. ♦ They discussed that as a means for tightening up TAP funding and seemed to agree that was a move in right direction
- Website issues are still ongoing; getting ready for elections and event registrations
- Spent a lot of time on Gazette issues
- Set up conference calling capabilities for committees, with vendor. ♦♦ Let Judi know if you need access to conference calling capability. ♦ Nancy used it with Early Awareness Comm. and it worked well. ♦ The bill would go directly to treasurer, along with an itemization of who used it. ♦ A meeting can be taped for an additional charge. ♦ This can be used within regions.
- Attended Pierre Alric ♦s going away party which was well-attended
- Spent time planning with Government Relations Committee on state budget proposals
- Needs to do more on CARE Program
- Has had a few more inquiries on whether we wanted to do College Goal Sunday; our concern is that it comes so close to SUNY Financial Aid Day. ♦ Earl suggested that if we ♦re going to rehaul/re-evaluate CAAN, that perhaps we can consider this venture. ♦ The College Goal Sunday issue will be referred to the CAAN Committee
- Brent McEnroe (of U. Buffalo) was winner of Easfaa scholarship. ♦ Judi has completed paperwork for that
- Next Executive Council meeting scheduled for June 15-17 at Turning Stone Resort in Verona, NY.
- Judi mentioned the Federal Spring Conference in Reno on March 22-24. ♦ The format this year is focusing on policy and designing a new student aid delivery process so Judi feels that we should have a presence there. ♦ Judi, Sue Aldrich and Gail Drapala expressed an interest in attending.
- New federal legislative proposals; there are a lot of federal proposals that need to be discussed and Judi is wondering if we need to rethink the necessity of having an April meeting. ♦ Sam notes there are some financial issues also (such as development). ♦ It was agreed that we will have an April meeting on April 7-8<sup>th</sup> in the Albany/Saratoga area.
- NASFAA in NYC over July 4<sup>th</sup>; Judi has been talking to Howard Enton, the Conference Chair. ♦ He ♦d like our support for Community Service project (funding books for schools of underprivileged children in NYC); Howard approached Judi about NYSFAAA making a donation.
- **MOTION: ♦ TO MAKE A \$1000 DONATION TO THE NASFAA COMMUNITY SERVICE BOOK FUND. ♦ BARLAAM/DRAPALA; MOTION APPROVED.**
- Kevin suggested that we may want to consider having a similar community service initiative as part of our annual conference. ♦ Judi advised that that idea should be taken back to future conference committees. ♦ Clair is on the NASFAA Conference committee that ♦s overseeing the community service book project
- Judi would like to do some type of special NYSFAAA gift to NASFAA attendees; we thought that perhaps it could be collaborative effort with HESC. ♦ Judi will investigate/research further with Mike Williams.
- Joan and Karen indicated that the NASFAA Committee is in need of volunteers and people can volunteer through the website. ♦ They ♦re hoping for several NY/NJ volunteers.

#### **GOVERNMENT RELATIONS COMMITTEE UPDATE ♦ Beth Post and Jim Vallee**

- Worked on NYSFAAA ♦s response to Governor ♦s budget; committee has reviewed the full budget proposal
- Discussion took place on the budget proposals

- Beth is putting together packets/handouts and schedules for visits with legislators

**SMITH BARNEY PRESENTATION ♦ Rob Bell**

- It had been 2 years since last update
- We went over report and discussed 2 investment accounts
- More discussion to follow on moving more money into scholarship account
- Kevin raised idea of increasing our scholarship amounts; consensus was that scholarship account is strong enough to handle that
- Rob Bell distributed a hardcopy report of investments

**NOVICE REPORT ♦ Lisa Simpson**

- Getting lots of phone calls about details for Novice 2005
- Everything is on the website
- Looked at Manhattanville site again last week
- Lisa proposed capping off attendance at 120, since it's supposed to be a week of bonding and small group sessions
- She'd like to keep the cost at \$580, which includes \$35 membership and that attendees must pay membership as part of attending
- Joan is waiting on ATAC to provide a mockup of on-line Novice registration; April 1<sup>st</sup> is the target date to have Novice On-line Registration available
- **MOTION: ♦ TO CAP NOVICE ATTENDANCE AT 120 REGISTRANTS. ♦ ALDRICH/BARLAAM; MOTION ACCEPTED.**
- Lisa will resend Novice regional list to Region 3
- Lisa and Gail to discuss more on Novice topics/schedule for Conference 2005
- Dates are set for June 4 through 10<sup>th</sup>, 2005.

**COMMUNICATIONS ISSUES DISCUSSION**

- Message is ♦ use the website! ♦
- Non applicants for membership can no longer even see list serves
- Mike Williams said that people using Google are getting to a dead link when they put in Nysfaaa.org
- Issue of limiting access to Web letter to only paid members was raised
- **MOTION: ♦ TO LIMIT ACCESS TO THE WEB LETTER TO ONLY PAID MEMBERS ♦ WARREN/RYAN; MOTION APPROVED. ♦** Judi will contact Paula at ATAC for implementation.
- Vince Scalise contacted Earl about posting job listings. ♦ Council agreed that job postings should go through Earl (as is currently done)
- Issue was raised of making funds available to regions that want to use Events Management module to run elections, and/or to schedule events. ♦ We need to decide which events we'd cover and which events regions would be charged for. ♦ Discussion followed. ♦ It was noted that the cost for a regional election was \$275 and cost to set up events management is \$325 and each time events management is used, the cost is \$125. ♦ Benefits for using these functions were listed as saving of postage, being able to access list of registrants for events, ability to print nametags and registration coordination. ♦ More discussion followed.
- **MOTION: ♦♦ NYSFAAA WILL ABSORB ALL COSTS ASSOCIATED WITH UNLIMITED USE OF THE WEBSITE BY REGIONS FOR CURRENT YEAR AND FOR 05-06 YEAR; TO BE RE-EVALUATED IN BUDGET CYCLE FOR 06-07. ♦VEEDER/KARWOWSKI; MOTION APPROVED.**
- The idea of using the Conference 2005's Cyber Caf ♦ for NYSFAAA website training for members was raised and consensus was that it would be an excellent opportunity

**OLD BUSINESS**

- Lifetime Membership issue raised by Joan Warren. ♦ Linda Bridgewater has asked for clarification from Joan as to whether certain individuals have attained that classification
- Judi researched the issue by asking different members and got different answers from members
- Need to be sure that people understand there's a difference between retiree designation and lifetime member designation and lifetime achievement award winners. ♦ We think the 3 are being confused. ♦ Discussion continued on giving the lifetime member designation only to lifetime achievement award winners. ♦ Lifetime members would be charged no dues. ♦ From past records, only Joe Sciame, Irv Bodofsky and George Chin are lifetime achievement award winners.
- **MOTION: ♦ LIFETIME MEMBERSHIP DESIGNATION SHOULD BE OFFERED ONLY TO LIFETIME ACHIEVEMENT AWARD RECIPIENTS. ♦ RYAN/DRAPALA; MOTION APPROVED.**

**NEW BUSINESS ♦ NONE**

**MOTION: ♦ TO ADJOURN. ♦ RYAN/ALDRICH. ♦ MOTION APPROVED. ♦ MEETING ADJOUNED AT 5:55 PM ON 2/7/2005.**

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