



NYSFAAA Executive Council
August 14 2014
Remote Meeting

Call to Order & Roll Call

President Scott Atkinson

1st VP- Jan Scheutzow-excused

2nd VP- Jane Gilliland

Secretary-Kathy Flaherty

Treasurer- Pat Johnson

President Elect- Kerrie Cooper

Treasurer Elect- Kerry Lubold

Region 1- Sean Hudson

Region 2- Melissa Casselman

Region 3- Darrin Rooker

Region 4-Kristina Delbridge

Region 5- Roberta Daskin

Region 6- Lucy Villaquarin

Region 7- Gene Rogers- excused

Region 8- Todd Moravec- excused

Guests:

Howard Leslie – representing Gene

Scott Atkinson called the meeting to order at 1:09 pm with a quorum of Executive Council present.

Approval of June 13-14, 2014 Minutes

Motion: A motion was made by Darren Rooker, seconded by Kristina Delbridge to approve the minutes. There was no discussion. The motion was passed with all in favor, no oppositions and no abstentions.

President's Report- Scott Atkinson

- EASFAA Report
 - Executive Council meeting was held in Rhode Island, an organizational meeting for new officers. The October meeting will have more information
 - Asked state representatives to get information out as it is received
- Government Relations Report
 - State: TAP reform is in a holding pattern A meeting is being scheduled with Sue Mead
 - Federal: the future of the Perkins loan is the current topic

President- Elect's Report- Kerrie Cooper

- Long Range Plan Evaluation

- Requests for committee reports for the annual report will include a request for committee objectives from the Long Range Plan. These reports will be reviewed by the Governance Committee. A template will be provided.
- Will review how this process can be included in the operational calendar
Comment: the operational calendar is a suggested plan for the year; it can be modified.

First Vice President's Report- Jan Scheutzow

- Membership Committee will meet via conference call the first week in September
- Mentoring – no updates
- Awards – no updates

Second Vice President's Report- Jane Gilliland

- Statewide Training - Howard Leslie and Kristina Delbridge
 - Howard needs decision on PASFAA request (Pennsylvania Association of Student Financial Aid Administrators)
 - Background: PASFAA asked if they could join in some of NYSFAAA training efforts. This would allow us to share cost, be good neighbors.
 - Concerns are: logistics, registration process
 - Would have to be separate application on NYSFAAA website, (hidden link) for registration
 - Visible on PASFAA website to members only
 - Link, once accessed, could be copied, mailed and sent anywhere, no membership test
 - Once registered will get auto approval (NYSFAAA site goes through our membership database first)
 - The process of a double approval through both the NYSFAAA and PASFAA systems would be complicated
 - Will have to create generic communications
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Motion: A motion was made by Howard Leslie that due to the technical issues involved NYSFAAA will not participate in shared training. A friendly amendment to add the phrase: "at this time" was offered. The motion was: Due to technical issues involved NYSFAAA will not participate in shared training at this time. The motion was seconded by Robert Daskin. There was no discussion. The motion was passed with all in favor, no oppositions and no abstentions.

Howard and Kristina will contact PASFAA with the decision.

- Committee would like to offer the NASFAA needs analysis training as a single full day training coordinated with on site training at all of the regions.
 - Not a desktop training topic
 - Can be directed at members who need a refresher, could not attend Novice.
 - Each region would identify on-site trainer to coordinate with main trainer(s).
 - Format: 30 minutes of main presentation followed by on-site discussion.
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Motion: A motion was made by Kristina to offer a coordinated regional in person meeting to offer the NASFAA webinar based training. Friendly amendments to add the phrases, "in February 2015" and "needs analysis" were offered. The motion was: NYSFAAA will provide

a coordinated regional in person meeting to offer the NASFAA webinar based training on needs analysis in February 2015. Kerrie Cooper seconded the motion.

Discussion included:

- this format has been discussed for some time
- format has been used before successfully
- difficult to get momentum in the regions
- recommend using this format in two annual training events
- planning ahead is needed for scheduling

The motion was passed with all in favor, no oppositions and no abstentions.

- **Other Training Notes**

- September 18th is the first training for 2014-2015. Two trainers from the Department of Education will discuss R2T4
- Working on TAP technical training (HESC)
- Conflict with October 9th training date (SUNYFAP training)
- November 20 is Gainful Employment

Secretary's Report- Kathy Flaherty

- School Outreach will be planning for the College Goal New York programs, funding, and expansion of sites for the coming year
- Technology, Innovation and Communication – Lea Nuwer is contact for technology assistance such as Survey Monkey. They are currently assisting the 2014 Conference Committee with their needs. They are working on revitalizing Empire Chat (blog)
- Annual Report- Kathy and Kerrie will develop a report template for use this year by Committees in submitting their annual report. The template will include goals taken from the Long Range Plan

Treasurer's Report – Pat Johnson

- Wrapping up 2013-2014 activity
- Waiting for final expenses for Novice
- Have all documents for 2012-2013 audit
- Documents for 2013-2014 audit should be to auditors by end of September.
- Profit and loss and balance sheets to are available by request.
- There were some auditor recommendations that would involve changes in procedures or possibly policies that we should address at some point such as having treasurer on all accounts and a single bank (not feasible) Kerrie we should discuss just to see if we can implement.
- Development Committee
 - Searching for a chair; reaching out to several nominees
 - Have College Goal New York funding
- Scholarship Committee –
 - Discussing revision of application
 - Recruiting additional committee members
 - On-line scholarship donations (ATAC set-up fee, banking fees?)
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Treasurer Elect's Report - Kerry Lubold

- Collecting last of quarter 4 regional reports
- Meeting with First Niagara Bank to review procedures. Will need to purchase disposable, plastic deposit bags to make night deposits

- Not in favor of lock-box since it takes control away from NYSFAAA; Pat agrees

HESC Update – none

Old Business

- **Conference 2014 – Kerrie Cooper**
 - Had hoped to have registration running, is being built now and should be up soon
 - Copy of preliminary program should be on mini-site
 - Looking for facilitator for proprietary sector meeting; several names were suggested
 - Conference call meeting tomorrow
- **Conference 2015- Sean Hudson**
 - Conference call for next Tuesday for themes and promotional materials
 - Halloween theme is leading
 - Working with Linda D'Agostino who may attend Lake Placid conference to promote Buffalo conference
- **Vendor Use of ListServ – Kristina**
 - TICC will research this, table until next meeting
- **Future of Perkins Loan**
 - Continue to work with SUNYFAP and COHEAO
 - CICU being contacted for involvement
 - Scott sending messages to NYSFAAA list
 - Jan contacting regional chairs to make it agenda item at fall meetings.
- **NYSFAAA Membership Survey – Jan**
 - Tabled for future meeting
 - Review definitions of membership categories

The Operational Calendar was reviewed.

New Business

- **Lifetime membership** – and special recognition will be presented at the NYSFAAA Conference. Names will be shared in later minutes.

Regional Updates (not required)

Region 4 - is losing chair as she is moving.

Region 1 – losing Rachel as chair, trying to recruit replacement

Region 2 - will have co-chairs

Questions: can a single person serve as both regional chair and Executive Council representative: yes

How should regional elections be held: this is left to the discretion of the regions.

- **Next Meetings:**
 - **October 20, 2014 Lake Placid**

Adjournment

As there was no further business, a motion was made by Pat Johnson, seconded by Kerrie Cooper to adjourn. All were in favor, no one opposed and there were no abstentions. The meeting was adjourned at 2:28 pm