MASFAA Business Meeting

Date: Friday April 25, 2014 / 11:00 AM

Location: Fairmont Hot Springs Conference Room

1. **Call to Order**

Leah Habel called the meeting to order and established a quorum

1. **Approval of Agenda**

Leah asked for a motion to approve the agenda. Loren made the motion. Julie seconded the motion.

1. **Approval of Minutes from April 2013**

Loren made a motion to approve the minutes from the last meeting. Seconded by Brandi

1. **Officers Reports**
2. President, Leah Habel – Pleased to have served as President. Gave a thank you to the Board. Went to RMASFAA winter board meeting in Denver. Spoke of bringing changes others are doing back to MASFAA for evaluating our own procedure such as some states looking at removal of standing committees in bylaws because the standing committees are actually a part of the current officers’ roles.
3. President Elect – Tina Wagner –2015 Conference Committee / Helena next year. Looking forward to serving as the President. Took over National Training for Counselors; training across the state. MCAN’s next training is after the conference. Went to DC for NASFAA training. Met with both Daine’s and Tester’s offices. Daine’s office was more open and spent more time talking with Tina than did Tester’s. This is great training for the President Elect. Thank you to Leah for all the help and support. Gave Leah a plaque for her service.
4. Past President – Cindy Small – Finish out year at RMASFAA. Focus was to help support other members particularly Leah and Tina.
5. Vice President/Secretary, Jessica Francischetti - Not able to attend – Nothing to report. Julie Watson taking minutes in Jessica’s absence.
6. Treasurer, Bernie Warwood – Income exceeding expenses.
7. Member-at-Large, Julie Watson – Nothing to report. Thank you for opportunity to serve.
8. Member-at-Large, Candi Richardson –Nothing to report
9. Associate Member, Nolan Glueckert – Thank you to Venders for participation.
10. **Committee Reports**
11. Conference Planning - Mike Richardson / Jennifer Fox - Spring Conference: April 23-25, Fairmont, MT. Thank you to all that served on the committee. Everything went very well and it was very positive.
12. Nominations – Cindy Small:

President Elect: Kelli Engelhardt / University of Great Falls

Member-at-Large: Rita Larby / Montana State University

Vice President / Secretary: Julie Watson / Montana State University

1. Membership Committee – Bernie Warwood. Membership is down a bit. OCHE and Sallie Mae did not renew. Institutional membership remained the same.
2. Budget and Audit Committee / Treasurer’s Report – Bernie Warwood - see budget report
3. Recognition of MASFAA Members serving on current RMASFAA/NASFAA Committees **RMASFAA**

Training Committee Member – Kelli Engelhardt

Board of Directors Montana Representative- Leah Habel

Association Governance –Terri Gruba, Janet Riis

Summer Institute Committee – Valerie Curtin, Erica Jones, Bernie Warwood, Myra Pfannenstiel

Leadership Pipeline Committee Chair- Erica Jones

Leadership Pipeline Committee-Shauna Savage, Julie Watson, Don Buehrer

Association News Chair- Laurie Rodriguez

Electronic Initiatives Member - Roger Matthew

Membership Committee Chair – Jennifer Almli

Nominations & Elections Committee Member – Leah Habel

**NASFAA**

Training Committee-Valerie Curtin

1. **Old business**
2. Renewal of CD in December with 1st Interstate Bank in Miles City.
3. Transfer of funds from the checking to the savings and an additional CD – Executive board voted to move $10,000.00 to savings and $10,000.00 to a new CD.

Professional Development Funds – Leadership Pipeline – Reminder that scholarship funds are available for members who want to participate.

1. **New Business**
   1. **MCAN** – Tina. College Tour with Admissions and a resource room available for counselors to provide updates and feedback. There are six sites. New initiative – MCAN steering committee for membership, sustainability, new website and newsletter. $250.00 per organization for MCAN membership. Welcome comments and feedback.
   2. **MASFAA website and List serve**- Leah. Explore the idea of moving the website to a school and having a Board member be responsible for the website coordination with that school. Currently managed by Andrea at OCHE / SFS who is now not a member. This item is on the table for review and evaluation. New volunteer for the list serve because Terri Gruba is retiring. Diane at UM to take over the list serve.
   3. **Minority SI Scholarship**. No applications received, so application deadline will be extended to mid-May 2014.
   4. **Election of Officers.** Motion to made by Jolene and seconded by Tina. Vote was unanimous.
      1. President-Elect – Kelli Engelhardt, University of Great Falls
      2. Member-At-Large – Rita Larby – MSU-Bozeman
      3. Vice President/Secretary – Julie Watson – MSU-Bozeman
   5. Summer Institute Scholarship

Winner: Carroll College

First Alternate: MSU-Bozeman

Second Alternate: Miles Community College

* 1. Discussion of 2015 Conference Dates – Not set but looking at early April (Tentatively for April 8-10, 2015). Art Young mentioned that there were many state conferences at the same time which creates a conflict on having a RMASFAA representative available.
  2. 2014 MASFAA Awards
     1. Financial Aid Professional of the Year – Leslie Olson
     2. Special Recognition/Retirement – Terri Gruba
     3. Years of Service Awards:

**10 Years**

Shea Ketcham (retired)

Julie Rummel

**20 Years**

Brandi Payne

Shauna Savage

**25 Years**

Mary Howard

1. Passing the Gavel – Hat from Leah to Tina
2. Adjourn

Loren motioned to adjourn the meeting. The motion was seconded by Nolan.