

**AASF**  
**Executive Board Meeting Minutes**  
**April 13, 2004**  
**Perdido Beach Resort – Orange Beach, AL**

**Present: President, Deborah Byrd; President-Elect, Chip Quisenberry; Vice President, Cindy Massey; Treasurer, Charles Holloway; Treasurer-Elect, Ben Baker; Past President, Mike Reynolds; Secretary, Cheryl Newton. Also present: Dorenda Adams, James Berry, Melinda Calhoun, Shannon Cross, Tommy Dismukes, Karen Gibson, Buddy Jackson, Lora Kiser, Dan Miller, Jonna Moses, Jay Powell, Anthony Richey, Dee Talley, William Wall, Pebblin Warren, Joan Waters.**

**I. Call to Order**

President, Deborah Byrd, called the meeting to order at 4:00 p.m. Deborah thanked and welcomed all Board members in attendance.

**II. Minutes**

The minutes from the Executive Board meeting held October 14, 2003 at the AU Conference Center, Auburn, Alabama, were accepted and approved.

**III. Officers Reports**

- **President**

Deborah reported that activity since the last Executive Board meeting included attendance to the Florida Association fall conference in Naples, Florida October 27-29, 2003; SASFAA board meeting in St. Petersburg, Florida November 7-9, 2003; SASFAA Local Arrangement committee meeting in Birmingham December 2003; SASFAA Diversity Committee meeting at Bessemer State Technical College January 2004 and the SASFAA board meeting in Birmingham February 13-14, 2004. Deborah thanked Mike Reynolds and his committee for all the hard work at the SASFAA Conference.

- **President-Elect**

Chip Quisenberry reported that activity included agenda for the Spring 2004 Conference. Chip thanked the program committee for all their efforts in putting together the program. Special thanks were given to Jonna Moses, Shannon Cross, and Melinda Calhoun. Chip expressed how his experience at the SASFAA conference in the

President-Elect Workshop was both encouraging and beneficial. Spring conference programs were distributed to board members along with the new pocket agenda. Melinda Calhoun announced the new directory that everyone will receive was sponsored by the Regions Student Loan Center of Regions Bank.

- **Vice President**

Cindy Massey reported that the NASFAA Fall Workshop has held December 10, 2003 in Montgomery, Alabama with 54 in attendance. An overview was given of the New Aid Officers Workshop scheduled for Wednesday, April 14, 2004 at the AASFAA Spring Conference.

- **Past President**

Mike Reynolds gave a detailed discussion on the slate of candidates for officers of AASFAA for 2004-2005 along with the conference call held to nominate prospective candidates.

- **Secretary/ACHE Liaison**

Cheryl Newton reported the following activities which included invoices for final payment in the Alabama Student Assistance Program are due; Alabama Student Grant Payments for Spring 2004 are being processed; and TSPAT payments will be mailed to institutions by April 20, 2004.

- **Treasurer**

Charles Holloway submitted the budget report of income and expenses as of April 13, 2004. Charles made recommendation to accept the Treasurer's report as presented seconded by Chip Quisenberry. The board unanimously accepted the report.

- **Treasurer Elect**

Ben Baker reported that he attended the NASFAA Leadership Conference in Washington, DC March 7-9, 2004. An overview was given on some of the topics discussed at the conference and a summary was given on the visit to Capitol Hill.

#### **IV. Committee Reports**

- **Fall Conference**

Chip Quisenberry led a discussion regarding site selection for future conferences.

- **Fall Local Arrangements**

No Report

- **Awards & Recognitions**

Mike Reynolds reported that Dorenda Adams will chair the Awards & Recognitions Committee.

- **Nominations & Elections**  
Discussion was held in the Past President report.
- **Finance and Audit**  
Buddy Jackson gave a detailed discussion regarding policies and procedures guidelines for the Finance and Audit committee.
- **Budget Committee**  
No Report
- **By-Laws**  
No Report
- **Legislative Relations**
- **National**  
No Report
- **State**  
Dot Wilkinson report summarized activities that were nationally and state as well.
- **Lender Liaison**  
Karen Gibson report centered upon loans, EFC, NCHELP, and the Chronicle. The three key areas of the report were PLUS/SLS variable interest rate dropped, Access and Liquidation regarding Reauthorization.
- **Postsecondary Liaison**  
Pebblin Warren reported that the two-year system is currently working with budget situations and developing criteria for parolees to become eligible for the Pell Grant.
- **Diversity**  
Pebblin Warren reported AASF AA had a good year with launching the Financial Aid Fair at the SASFAA Conference hosted in Alabama this year. The project was a great success.
- **Membership**  
Lora Kiser reported that there are 215 paid members in the association. After many requests, the updated membership directory is now available. Regions Student Loan Center graciously sponsored the printing of the booklet.
- **Policy & Procedures**  
William Wall reported policies and procedures regarding an annual scholarship will be addressed at the Transition meeting in June. The development of a Legacy Brochure will be in honor of Bill Gentry, Floyd Johnston, and Theresa Duke. Cindy Massey proposed a scholarship committee to be organized in distributing the scholarships in a timely manner. Chip Quisenberry moved to change the formal name of the

scholarship from AASFAA to The Legacy Scholarship seconded by Charles Holloway. The motion was passed unanimously.

- **Public Relations**

Joan Waters reported that a digital camera was purchased and used at the SASFAA Conference.

- **Publications**

No Report

- **Site Selection**

James Berry reported on three proposed sites for the AASFAA Conference with two hotels located in Huntsville and one in Florence. The Marriott in Huntsville rates begin at \$139.00. The hotel located in Florence is incomplete at this time. The Huntsville Hilton has available dates of October 4-7; October 11-14; and October 18-21 with a rate of \$89.00. President Deborah reported that the proposal from Auburn contained rates of \$119.00 for 2005 and \$129.00 for 2006.

- **Spring Conference**

Shannon Cross reported that the Spring Conference committee met on January 28, 2004 to discuss the Spring program. Pocket agendas were distributed and thanks were given to all the presenters for the Spring conference.

- **Spring Local Arrangements**

Jonna Moses reported that a few problems were incurred with the transition to a new location, but the association has followed all the requirements in the contract and has met everything needed.

- **Vendor Sponsor**

Melinda Calhoun reported that the conference this year has a record high of 33 exhibitors. Vendor sponsorship was able to supply seven breaks for the conference. Melinda suggested that a change should be made to policy and procedures regarding vendor sponsorship.

- **Special Projects**

Tommy Dismukes reported 130 financial aid presentations were completed in 49 of the 67 counties to over 8,000 students in the state of Alabama. Tommy also reported a proposal for Special Project with Alabama Radio Network. Recommendation was made for a committee for Special Projects.

- **Long Range Planning**

Dee Talley reported that the committee met and thoroughly reviewed the long range planning document which was divided into two sections – organizational structure and operations. A review will be done every five years.

**V. Old Business**

None

**VI. New Business**

The Transition meeting will be June 17-18, 2004 at the Legends in Prattville, Alabama. The current laptop computer is now outdated. Chip Quisenberry moved to authorize the purchases of a laptop computer and printer to carry the association through the year 2009 with the purchases being made prior to the Transition Meeting, seconded by Cindy Massey. The Board unanimously approved the purchases. Deborah Byrd made special presentations to each board member and thanked the association for allowing her to serve as president.

Meeting was adjourned at 6:40 p.m.

Submitted by:

Cheryl Newton, AASF AA Secretary