

Transition Executive Board Meeting Minutes
June 15, 2006
The Legends, Prattville, Alabama

Present: President Buddy Jackson; President-Elect Jonna Moses Gibson; Vice President Ben Baker; Treasurer Charles Markle; Treasurer-Elect Lissa Burleson; Secretary Donna Bass. Also present James Berry, Suzanne Bush, Linda Calvanese, Linda Casey, Shannon Cross, Karen Gibson, Lora Kiser, Dan Miller, Phillip Nelson, Chip Quisenberry, Don Rhodes, Anthony Richey, Tammy Spratlin, Michelle Sylvester, Dee Talley, Rosemary Tutt, Bill Wall, Melinda C. Williams, Joan Waters.

I. Call to Order

President, Buddy Jackson, called the meeting to order at 3:05 p.m. Buddy thanked everyone and welcomed everyone who was in attendance and Melinda Williams for her hard work organizing this meeting.

II. Minutes

Buddy reported that the minutes were posted on the website for the April 11th Executive Board Meeting, held at the Perdido Beach Resort – Orange Beach, Alabama. Charles Markle moved that the minutes be approved and the motion was seconded by Chip Quisenberry. The board unanimously approved the minutes of the meeting.

III. Officers Reports

President

Buddy thanked everyone for serving as committee chairs and officers for this year. He reported the following:

- He began his year with the SASFAA Transition meeting June 9-12 in St. Petersburg, Florida.
- The AASFAA Transition meeting was held at the Legends at Capitol Hill, Prattville, Alabama on June 16-17, 2005.
- NASFAA 2005 Annual meeting in New York City, New York, July 2-6.
- During Hurricane Katrina we were able to assist our fellow financial aid professionals and students that were affected by this disaster.
- We had a very successful Fall 2005 Conference held in Huntsville, Alabama at the Holiday Inn Select.
- He participated in a SASFAA Long Range Planning Retreat on November 11-12, 2005 in Charlotte, North Carolina.
- He congratulated Ben Baker and Clark Aldridge on a very successfully Fall 2005 AASFAA training workshop on November 18th, 2005 at Auburn University of Montgomery Campus on Administrative Capability: Campus-Wide Compliance. Ninety-two members were in attendance.
- He attended the CASFAA Annual meeting along with Soraya Weldon, MSMASFAA State President and Sherry Gladney, LASFAA State President on December 10-13, 2005 in Sacramento, CA.
- He attended the SASFAA Conference on February 11-15, 2006 in Greensboro, NC and congratulated Deborah Byrd of Calhoun Community College for being elected as Secretary of SASFAA for the 2006-2008.

- The AASFAA Spring Conference was held at the beautiful Perdido Beach Resort in Orange Beach, Alabama on April 11-14, 2006. The Spring Conference was a success and he thanked everyone involved.
- He participated in the FASFAA (Florida) Spring 2006 Conference by the Florida State President, Ms. Ruth Strum. He co-presented a session with Cathy Brown, Director of University of West Florida, Anthony Jones, US Department of Education and Soraya Weldon, Mississippi State President on the topic of Titanic Implications: A Disaster Roundtable Discussion.

Buddy expressed his gratitude for all the hard work that a number of members done for him. A special thank you was given to Dr. Bill Wall, Lora Kiser, Lissa Burleson, Charles Markle and Dr. Chip Quisenberry for going beyond the call of duty.

Buddy stated that his two personal goals were 1) To maintain 200 or above for both of our conferences. 2) To make sure the association has a positive cash flow for both conferences. He stated that his first goal was accomplished through leadership of the AASFAA Officers and capable committee chair members, such as Linda Casey, your Membership Chair. Even though we only had 195 members in attendance at the Fall 2005 Conference, I know the number would have exceeded his goal if the schools in the Mobile and surrounding area had been able to attend.

The second goal was accomplished through strong leadership and skills of our Treasurer, Charles Markle and Treasurer-Elect, Lissa Burleson, Finance and Audit, Karen Gibson, Vice-President, Ben Baker, Vendor/Sponsor, Lora Kiser and all of our vendor/sponsor representatives.

President Elect

Jonna Moses Gibson thanked Buddy for the great job he has done as President. She then thanked Shannon Cross, co-chair of the spring conference and the committee for an outstanding job. She also thanked Joel Parris, co-chair of the fall conference and fall committee for an outstanding conference. She also thanked everyone else who made both conferences possible and successful.

Vice President

Ben Baker reminded everyone about the Webinars held by the Department of Education on the new grant programs.

Past President

Past President Chip Quisenberry reported that the names of the 2006-2007 elected officers are:

President:	Jonna Moses Gibson (Regions Bank)
President-Elect:	Ben Baker (University of North Alabama)
Vice President:	Charles Markle (Auburn University)
Treasurer-Elect:	Phillip Nelson (Auburn University)
Secretary:	Suzanne Bush (Bevill State Community College)

Chip stated he appreciated the efforts of the members of the Nominations and Elections Committee, who met in Montgomery on March 6, 2006 to select the slate of candidates from those who had been nominated.

As chairman of the Awards and Recognition Committee, Chip's report to the Executive Board consisted of the names of the 2006 recipients of the M. Cecil Padgett and John H. Buchanan, Jr. awards as announced at the AASFAA Spring 2006 conference. The y are:

For the M. Cecil Padgett outstanding Achievement Award: Deborah Byrd
For the John H. Buchanan, Jr. Distinguished Service Award: Melinda Calhoun-Williams

Chip also thanked Dee Talley and Deborah Byrd for their Assistance with the voting booth.

Treasurer

Charles Markle reported that AASFAA had a good fiscal year, finishing in the black \$31,122.00. AASFAA received \$17,822 in registration fees and \$47,635 in direct cash sponsorships for a total Fall Conference income of \$65,457. We spent 31,344 for this conference. AASFAA received \$15,544 in registration fees and \$57,000 in direct cash sponsorships for a total \$72,544 for the Spring Conference. The conference total spent was \$54,968. ASFAA Received a grant from NASFAA of \$5640 for the Fall NASFAA Training. \$5200 was designated to cover materials costs \$440 was paid in cash to assist with other training-related expenses. The costs were \$1413.

AASFAA's income for year-to-date totals \$168,037.95. (This includes Katrina Donations of \$19,326). The budgeted income for 2005-2006 was \$125,670.00.

The expenses year-to-date total \$131,456.49 (plus the Transition Meeting cost of \$5,368 = \$136,916). The budgeted expenses for 2005 were \$125,670.

The AASFAA checking account is reconciled as of the most recent (5/31/06) Regions statement, with a balance of \$62,477.19 as of 6/15/06.

Charles stated that AASFAA owns five Certificates of Deposits totaling \$138,248.82, earning interest of \$3,239 over the year.

AASFAA CDs mature 6/17/06 (will be renewed for 8 month duration at 5.05% APY), 6/26/06, 8/15/06, 9/20/06, and 7/31/07.

AASFAA's Net Worth is \$200,726.01.

Charles stated that \$1986 was received from the Virginia Association to be used for Katrina Victims for professional development for schools in affected area.

Chip and Buddy thanked Charles for a job well done.

Treasurer-Elect

Lissa Burlison presented the balanced AASFAA 2005-2006.

IV. Committee Reports

ACHE Liaison

Cheryl Newton was not present.

Archives

Mike Reynolds was not present.

By-Laws

Carol Supri was not present. Jonna Gibson presented report. By-laws changes were made and presented to the members for approval and sent changes to the website manager for posting. Carol researched the possibility of the Tax exempt status and found that more research must be

Diversity

Dr. Samuel O. Chucks was not present. Buddy reported for Dr. Chucks that the Diversity Committee had met the goals and objectives presented them to the committee. Charles Hutcheson spoke at the luncheon on Thursday and that two articles on Diversity issues were written and published.

Fall Conference

Joel Parris was not present.

Fall Local Arrangements

Andy Weaver was not present

Finance and Audit

Karen Gibson stated that Charles had done a remarkable job as Treasurer this year. All tracking, balances, deposits and payments were awesome this year. One recommendation was made that all checks \$2500.00 or more be co-signed by the president. She then stated she looked forward to working with Lissa next year.

Legislative Relations – National & State

Melinda Calhoun Williams stated the provisions of the deficit Reduction Act of 2005 are effective July 2006.

Lender Liaison

Don Rhoads reported that Lender Sector is very happy with the relationship they have with the Association and the schools in Alabama. The lenders feel that AASFSA is very receptive and responsive to the needs of the lenders and our relationship with the Association is outstanding.

Long-Range Planning

Dee Tally reported that the Long Range Planning Committee will review the year end reports of the Committees and the effectiveness of the Committees and the Executive Board's effectiveness in meeting goals and objectives. The committee recommended that the following items be included in the annual reports:

- Name of committee, committee members and institutional/agency affiliation.
- Committee's goals and objectives for 2005-2006 and how they were met.
- Did the committee have all resources it needed to accomplish its goals (i.e. financial support, support from Board, etc.)? If not, what was needed?
- What was the major means of communication between the committee members? Which form of communication was most effective?
- Recommendations and suggestions for next year's committee.

Dee also reported that due to demanding responsibilities assumed by the committee chair at her workplace, the committee was unable to develop a code of ethics for presentation at the transitional meeting. Therefore, this will be one of the goals of the committee for 2006-2007.

The chair continues in her role as chair for 2006-2007 and has a clear vision of the committee's continuing goals and objectives. Therefore, there are no recommendations/suggestions from the Board on expectations for 2006-2007.

Membership

Linda Casey reported that as of today there are 358 paid members. The membership committee sent approximately 540 postcards to inactive members in the fall. The first goal of the membership committee was to increase the membership for 2005-2006 and we had a 12.3% increase in membership this year. The second goal was for the membership committee to have its database updated within a reasonable amount of time after each fall conference. Information was submitted in a timely manner.

The membership committee presented a copy of the ATAC proposal (Electronic Membership Database) to review prior to the presentation on Friday. Linda thanked everyone for their support and thanked Buddy for allowing her to serve as membership chair.

Policies and Procedures

Bill Wall reported that the Policy and Procedure manual continues to be a work in progress. All additions and changes were approved as presented and the committee is in the process of reviewing additional changes that need to be made. Bill stated that he will continue to work with the By-laws Coordinator, Carol Supri, to ensure that there is consistency in the information included in the By-laws and the Policy and Procedure Manual.

Dr. Wall will make recommendations to next year's board. He will recommend that the name of the Audit & Finance Committee be changed to the Financial Review Committee. He further stated that he will review other Associations By-Laws and Policies and Procedures.

Buddy stated that each officer should complete their expectations list.

Postsecondary Liaison

Buddy welcomed Michelle Sylvester to this meeting. She addressed with the chancellor the new Grants and she is in progress of gathering information on schools that qualify for this program. She wants to convene a committee to discuss the new grants and the issues they bring to the schools.

Publications

Anthony Richey stated that he will be requesting information for the newsletter next month.

Public Relations/Photographer

Joan Waters reported there were approximately 240 pictures made and displayed throughout the fall and spring conferences. Less than 10 pictures were remaining at the end of each meeting, which indicates that this is a highly successful service provided to the association members.

Site Selection

Dan Miller stated that the sites for 2007 and 2008 Fall meetings and Spring 2007 were determined at the April Meeting of the Board.

The contract for the 2007 Spring Conference with the Perdido Beach Resort was negotiated and signed at the conclusion of the Spring conference on April 14, 2006.

The contract for the 2007 Fall conference was negotiated and signed with Auburn Hotel and Dixon Center in Auburn. The dates are October 9-12.

The Fall conference contract with the Mariot Shoals-Florence has been signed for 2008. The dates are October 14-18, 2008.

The site for the 2007 Transition Meeting has not been determined. Embassy Suites Hotel in Montgomery has made a proposal of \$119 single or double that includes a full breakfast buffet and a Manager's Reception on Thursday afternoon with the proposed dates of June 14 and 15, 2007.

Special Projects

James Berry stated that there were no additions to the report given at the Spring conference.

Spring Conference

Shannon Cross stated that each program chair should be on a committee for next year. Buddy thanked Shannon for all her hard work.

Spring Local Arrangements

Linda Calvanese reported that the 2006 Spring conference was a success. She thanked everyone for all their assistance in making the conference a success. She will be serving as the 2007 Spring conference chair at Perdio Beach Resort.

Buddy thanked Linda and her committee for all their hard work.

Two Year College Concerns

Suzanne Bush reported that thirty-two (32) members were present at the Spring conference meeting held in Orange Beach. Minutes were taken and then distributed to all two-year representatives.

Vendor Sponsor

Lora Kiser had no written report. She will be serving as a Vendor Sponsor Chair again next year.

Buddy thanked Lora and stated she always exceeds everyone's expectations.

Webmaster

Jennifer Cosens was not present. Buddy stated that he appreciates everything that Jennifer has done for the association.

V. Old Business

Bill Wall stated that earlier this year we had discussed increasing the amount of our legacy scholarships. Buddy asked for any discussions. Bill suggested that we increase the scholarships to \$2000 each. Anthony Richey suggested giving two of each scholarship instead of increasing the value of one scholarship to assist more students. A discussion was held. Chip recommended that he make a recommendation tomorrow to be voted on.

Buddy asked for any other old business.

Dr. McCormick sent a note of appreciation for the award presented to him at the Spring conference.

No other old business.

VI. New Business

Melinda Williams discussed a shadowing program for new members. Buddy stated it will be up to the officers to get all members involved and requested that everyone think of ways to get others involved.

There being no further business, meeting is adjourned at 5:45 p.m. until 8:45 tomorrow.

Submitted by:

Donna Bass
AASFAA Secretary 2005-2006