

**AASFAA**  
**Transitional Meeting Minutes**  
**Friday, June 18, 2004**  
The Legends, Prattville, AL

**Present: President, Deborah Byrd; President-Elect, Chip Quisenberry; Vice-President, Cindy Massey; Treasurer-Elect, Ben Baker; Secretary, Cheryl Newton. Also present: Dorenda Adams, Clark Aldridge, James Berry, Suzanne Bush, Melinda Calhoun, Ellen Canada, Samuel Chuks, Shannon Cross, Tommy Dismukes, Buddy Jackson, Lora Kiser, Charles Markle, Dan Miller, Jonna Moses, Anthony Richey, Dee Talley, Bill Wall, Joan Waters, Andy Weaver and Dot Wilkinson.**

**Call to Order**

President, Deborah Byrd, called the meeting to order at 8:45 a.m.

- **Vendor/Sponsor Report**

Melinda Calhoun gave an itemized detailed report on the vendor sponsorship for 2003-2004 and gave recommendations for the upcoming year. The sponsorship levels recommended were:

Bronze	\$750 - \$1,200
Silver	\$1,201 - \$2,500
Gold	\$2,501 - \$4,000
Plantinum	\$4,001 and above

Chip Quisenberry moved to accept the recommendations of the AASFAA Conference Sponsorship with change of “**patron**” to “**exhibitor**” be adopted. The motion was seconded by Cheryl Newton. The recommendation was passed unanimously by the Board.

- **Executive Board Training**

Transitional Training session was conducted by Dr. Bill Wall and Dee Talley. Chip Quisenberry moved to adopt the changes to the policy and procedures manual with changes made to Section 6.18.1 to include:

- delete the word “**must**” and insert “**should**”
- item c: delete “**200**” and insert “**up to**” and
- item e: insert a period after vendors, deleting the remaining part of the sentence.

Motion was seconded by Cheryl Newton and was passed unanimously by the Board.

Regarding the Legacy Scholarship Recipients, Suzanne Bush suggested that information packets should be given to the institutional recipients with the following information included:

- A form letter indicating the scholarship received
- Two copies of the Legacy Scholarship Brochure and
- Request for the recipient to send a thank you note/letter to the family of the honored legacy.

The packets should be given at the time the winners are announced.

The training workshop conducted by Dr. Bill Wall and Dee Talley was very informative on the association's by-laws and policy and procedures.

Clark Aldridge suggested that inquiries be made to obtain a duplicate NASFAA award banner.

President Deborah expressed her gratitude as having the opportunity to serve as AASFAA's 2003-2004 President. President Deborah then passed the gavel to the new president, Chip Quisenberry. Chip accepted the gavel humbly and graciously.

The meeting was adjourned at 11:50 a.m.

Submitted by:  
Cheryl Newton, AASFAA Secretary