

**AASFAA**  
**Executive Board Meeting Minutes**  
**October 14, 2003**  
AU Conference Center – Auburn, 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, Shannon Cross, Tommy Dismukes, Karen Gibson, Buddy Jackson, Dan Miller, Jay Powell, Anthony Richey, Dee Talley, Tonya Till, William Wall, Pebblin Warren, Joan Waters, Andy Weaver, Dot Wilkinson.**

**I. Call to Order**

President, Deborah Byrd, called the meeting to order at 5:00 p.m. Deborah thanked and welcomed all Board members in attendance.

**II. Minutes**

Each Board Member received a copy of the minutes from the Executive Board meeting held August 7, 2003 at the AU Conference Center, Auburn, AL. Chip Quisenberry moved the minutes be approved seconded by Cindy Massey. The Board unanimously approved the minutes of the meeting.

**III. Officers Reports**

- **President**

Deborah reported that activity since the last Executive Board meeting has been via email and phone with committee chairpersons in preparation for the fall conference. She will attend the Florida Association fall conference in Naples, FL October 27-29, 2003. The purpose for attendance to Florida's conference originated from the decision made by the southern region presidents to visit each state's conference to gain and share ideas on preparing a productive conference. She will also attend the SASFAA Executive Board meeting in St. Petersburg, FL November 7-9, 2003.

- **President Elect**

Chip Quisenberry reported that the agenda for the Fall 2003 conference constitutes the majority of his report. Special thanks were given to Andy Weaver, Program Chairperson and Dan Miller, Fall Conference Local Arrangements Committee for having done a superb job.

- **Vice President**

Cindy Massey reported that the New Aid Officer's Workshop for the Fall Conference will have topics on Professional Judgment and Institution Application and Recertification for Participation in Title IV Programs. Special thanks were given to Addine Woods and Dot Wilkinson for their assistance with the New Aid Officer's Workshop. A training workshop on Student Eligibility will be at the RSA Union, KHEAA's office on December 10, 2003.

- **Past President**

Mike Reynolds reported that he will attend the SASFAA nominations committee meeting to be held in Atlanta, GA during the week of October 20, 2003. He asks that names for representation for the SASFAA election to be submitted as soon as possible. A detailed discussion was given in reference to the costs for the state booth at the SASFAA conference. Official gifts that identify the state will be needed; volunteers to direct guest to the hotel from the airport and the event at the Art Museum; and a singer is needed for the national anthem.

- **Secretary**

Cheryl Newton thanked committee chairpersons for their submission of their reports. She reported that a two week notice will be sent to all chairpersons to submit written reports before the Executive Board meets.

- **Treasurer**

Charles Holloway submitted the budget report of income and expenses as of October 9, 2003. Chip Quisenberry proposed that the budget report be changed to reflect the proper acronym for SASFAA.

- **Treasurer Elect**

Ben Baker reported that he had no report, but would like to discuss again the issue from the August 7<sup>th</sup> Executive Board meeting regarding the appropriate amount of funds to cover the expenses as AASFAA serves as the host state for the SASFAA Conference. After a detailed discussion, Chip Quisenberry moved to increase budget line item 8, SASFAA, to \$10,000.00 with the President having authority to approve any amount over, seconded by Charles Holloway. The Board unanimously passed the proposal.

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

- **Fall Conference**

Andy Weaver reported the agenda reflected the outline of the conference. Thanks were given to Tommy Dismukes and others who volunteered their expertise to put the conference together.

- **Fall Local Arrangements**

Dan Miller reported that the local arrangements committee met three times prior to the conference. The Humanitarian video presentation will be shown on Wednesday, October 15<sup>th</sup>. A monetary presentation will be made to Children's Harbor at the luncheon on Thursday, October 16<sup>th</sup>. There are 141 participants pre-registered for the conference with a possible 20 on-site registrations to occur. Approximate total attendance for the conference is 161.

- **Awards & Recognitions**

No Report

- **Nominations & Elections**

President Deborah suggested that all nominees for executive offices have a description of the position which should include the duties and responsibilities of the office for candidacy. Also, try to have a dual slate of candidates.

- **Finance and Audit**

No Report

- **By-Laws**

No Report

- **Legislative Relations**

- **National**

No Report

- **State**

Dot Wilkinson reported that Clark Aldridge, SASFAA Legislative Liaison, would like some feedback from the association on issues that are forthcoming from the Coalition for Better Student Loans.

- **Lender Liaison**

Karen Gibson reported that on two major issues affecting institutions and students are college cost increases are causing loan limits to increase and reauthorization.

- **ACHE Liaison**

Cheryl Newton reported on the status of the state programs for 2003-2004 administered by ACHE. Due to reduction is the ASAP funds, recalculations will be made with a revised award amount for 2003-2004.

- **Postsecondary Liaison**

Pebblin Warren reported that the two-year system has hired consultants to construct an accountability model to compare and set quality standards for education.

- **Diversity**

Pebblin Warren reported AASF AA will work jointly with SASF AA in February to have a financial aid fair Saturday before the conference on February 14<sup>th</sup>. The purpose is to target those schools that do not have the facilities to use computers. SASF AA membership and AASF AA membership participation is needed.

- **Policy & Procedures**

William Wall reported the proposed Policies and Procedures Manual is now on the AASF AA website. Three recommendations were proposed which include the Board's approval of the manual as presented, work begin on adding the attachments listed in the manual, and the Board extend its appreciation to Jennifer Cosens and Lora Kiser for their work in compiling and preparing the manual for the website. Mike Reynolds moved that the Board accept the proposed manual as presented by Dr. Wall seconded by Chip Quisenberry. The Board unanimously approved the recommendations.

- **Public Relations**

No Report

- **Publications**

No Report

- **Site Selection**

President Deborah reported information received from the Marriott-Huntsville priced room rates as \$119.00. The package received from the Hilton did not include room rates. The Tutwiler in Birmingham room rates were priced at \$79.00 or \$89.00. Chip Quisenberry suggested that the site selection committee notify the Executive Board or Mike Reynolds of their recommendations.

- **Spring Conference**

Shannon Cross reported that the Spring Conference will be at the Perdido Beach Resort in Orange Beach, Alabama. The room rates will be as follows: Standard \$119.00, pool view \$129.00 and gulf front \$159.00.

- **Vendor Sponsor**

Tonya Till reported for Melinda Calhoun that \$31,300.00 had been received from vendors which will cover the expenses for five breaks, two luncheons, a dinner outing, and the association banquet. Vendors exhibiting at the conference are a record high of 29.

- **Special Projects**

Tommy Dismukes reported the committee remains to assist high school counselors in getting financial aid information to prospective college students in a timely manner. The committee is trying to accomplish a FAA presentation in every county in the state by January 31, 2004. Volunteers are still needed.

- **Long Range Planning**

Dee Talley reported that the committee is off to a slow start. As of now, no information has been received from other states regarding their long range planning models. The committee will go ahead with the AASF AA and NASFAA long range plans.

**V. Old Business**

None

**VI. New Business**

President Deborah is asking the association to give a \$500.00 donation to the Humanitarian project at the luncheon on Wednesday, October 15<sup>th</sup>. This donation will go to the Children's Harbor. Chip Quisenberry moved the donation of \$500.00 be accepted and seconded by Mike Reynolds. The proposal was accepted unanimously by the Board.

Meeting was adjourned at 6:50 p.m.

Submitted by:

Cheryl Newton, AASF AA Secretary