

OASFAA Board Meeting

Moore-Norman Technology Center

July 11, 2013

Meeting Attendance:

Voting Members present - Lori Boyd, Dustin Davidson, Becky Garrett, Karen Jeffers, Audra Main, Jonna Raney, Kim Cook

Non-Voting Members present - Carol Stanfield, Kelly Hicks, Scott DeBoard, Kelly Harjo-Cox, Nancy Moats, Kelli Kelnar, Lori Frazee, Mendy Schmerer

Call to order: The OASFAA Board meeting was called to order at 10:05 a.m. by President Lori Boyd.

Announcements: None.

Review of Previous Board Meeting Minutes: Lori Boyd asked for a review of the minutes of the June 11, 2013 board meeting minutes. The minutes were reviewed and approved. No corrections were noted.

Treasurer's Report: Audra Main provided the treasurer's report. Scholarship checks were sent to Redlands Community College and Brown Mackie. Audra requested that we transfer \$1000 from the Chase scholarship account to the Chase savings account because the scholarship checks had been inadvertently written out of the savings account. The treasurer's report was reviewed and approved.

Committee Reports:

Advisory – Dustin Davidson reported that he is working to fill five (5) available positions on the committee.

Membership – Susan Prater was absent, but Lori Boyd reminded the board that it is time to send the annual membership notice.

Electronic Initiatives – Mendy Schmerer reported that she has met with Andrew Hammontree regarding login information. We have a new programmer working on our website. Old membership information on the website has been achieved, she is checking on domain fee and PayPal reimbursement. Mendy encouraged everyone to look at the OASFAA website and offer suggestions for navigation, appearance, etc.

Finance – Lori Boyd reported that all bank account information has been updated.

Legislative – No report.

Long Range Planning – No report.

Historian – No report.

Training – Kelly Hicks reported that she is looking for volunteers to help with and/or present at OASFAA training functions. Lori Boyd asked that everyone think about Decentralized Training for the fall. The NASFAA topic has not yet been determined but it could possibly relate to R2T4s. If this is the case it was suggested that both credit and clock hour schools are accommodated. Suggested date for Decentralized Training was toward the end of October but avoid fall break, location Tulsa area possibly TCC. Karen Jeffers and Carol Stanfield will check on options and availability at TCC for approximately 100 attendees for Decentralized Training. It was also noted that Support Staff training would be in Oklahoma City this year.

Conference – Carol Stanfield reported that the Conference Committee will need a theme. Suggestions were made that included something “Thunder” or basketball related. Carol encouraged everyone to work on organizing their committees.

Program – Nancy Moats reported that she has been contacting volunteers to join the Program Committee. Lori Boyd indicated that she had made a request for NASFAA President Justin Draeger to attend the Conference to provide a federal update. Nancy indicated that she would contact the Dept. of Education and request that OASFAA’s conference is added to their calendar in hopes of having Kevin Campbell or another federal trainer attend the conference.

Local Arrangements – No report; however, it was noted that this committee would be selecting the charity for the association to support.

Entertainment – Kelly Harjo-Cox reported that she will be contacting volunteers to form her committee.

Corporate Relations – Kelli Kelnar requested that anyone attending NASFAA to please pick up business cards of vendors so that they can be invited to the conference.

Nominations – No report.

Site Selection – Scott DeBoard reported that Tulsa will be the location for the conference in 2105. Committee members include: Lori Boyd, Dustin Davidson and Kelli Kelnar.

SWASFAA Update: No report. Scott DeBoard mentioned that SWASFAA has redesigned their website and it is now fully mobile friendly.

Old Business:

Board of Directors Candidate Biography Template – Mendy Schmerer updated the template for board candidates to use when running for office as suggested at the June 27, 2013 Board meeting. Copies of the template were handed out.

New Business:

2013-2014 Budget – Lori Boyd reviewed last years budget and used it as an example for the 2013-2014 budget; however, she did make a few adjustments to school registrations, vendor registrations, interest income and audio/visual expenses. She concentrated on keeping expenditures down. She also noted that school registrations would likely increase because traditionally school participation is greater when the conference is held in Oklahoma City. Becky Garrett made a motion to approve the 2013-2014 budget and Dustin Davidson seconded the motion. Motion passed.

Membership Survey – Mendy Schmerer distributed the 2013 membership survey results which indicate that the association is meeting membership needs and expectations. Discussion included the need for more timely training opportunities, conference rotation around the state rather than just Oklahoma City and Tulsa, changing conference format to 2 fuller days, including other offices involved with the administration of federal student aid such as the Bursar/Registration, and volunteerism.

Membership Fee – Lori Boyd lead discussion regarding the current annual membership fee of \$100 being raised to \$150. It was noted that the association will need to provide the same level of service as previously provided. Audra Main made a motion to increase the annual OASFAA membership fee to \$150. Becky Garrett seconded the motion. Motion passed.

Treasurer Title Change – Lori Boyd mentioned that the title of Treasurer should include “acting secretary” for banking purposes. After some discussion it was determined that the Secretary job duties should include going to the bank with the Treasurer annually.

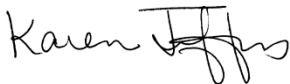
Effective July 1, 2013, the 2013-2014 OASFAA Board of Directors are as follows:

President - Lori Boyd, Oklahoma State University
President-Elect - Dustin Davidson, Moore Norman Technology Center
Past-President - Becky Garrett, University of Central Oklahoma
Treasurer - Audra Main, University of Oklahoma Health Sciences Center
Treasurer-Elect - Susan Prater, University of Central Oklahoma
Secretary - Karen Jeffers, Tulsa Community College
Delegate-at-Large - Jonna Raney, Oklahoma Baptist University
Delegate-at-Large - Kim Cook, Southwestern Oklahoma State University

Next Meeting – The next Board meeting is tentatively scheduled for September 19th or 20th at 10:00 a.m. at Tulsa Community College’s Southeast Campus.

Meeting Adjourned: Becky Garrett made a motion to adjourn the meeting and Jonna Raney seconded the motion. Motion passed. The meeting was adjourned at 11:35 a.m.

Respectfully submitted,

A handwritten signature in black ink that reads "Karen Jeffers". The signature is written in a cursive style with a horizontal line above the first few letters.

Karen Jeffers
2013-14 OASFAA Secretary