



AASFAA Executive Board Meeting Minutes

Virtual Meeting

10/28/2024 10:00 am

Members present and quorum established:

President -Taylor Hilyer
Past President – Cierra Smith
President Elect - Jamie Burt
Treasurer - Gail Beggs
Treasurer Elect – Vicki Johnson
Melissa Todd
Lisa Lilley
Lakecia Taylor
Donna Boutwell
Cassandra Hollins

Business-

Meeting opened at 10:06, with a call for “Rounds of Success”. Taylor informed everyone that she survived her trip to South Carolina and that the trip was productive.

Quorum Established. Previous meeting minutes were accepted without any corrections.

President Report

The president’s report will be emailed at a later date, to include updates from SASFAA.

- A. Conference Charity – Michelle Bruce, is our conference chair for this committee and has been asked to bring 2-3 charities for the board to vote on during the December Board meeting. Michelle has also been asked/advised to add other members to this committee for assistance.
- B. SASFAA- SASFAA has started a charity drive for members impacted by the recent hurricanes. Since travel and professional development has been suspended for those members, SASFAA is raising money to provide training for them. This could be a charity we (AASFAA) considers as the charity we support for this conference year.
- C. Conference Committee- Should continue working on a theme and be prepared to present at the December board meeting.
- D. Jan 30th we will hold an in person board meeting, to also include the conference committee. This will be a one day drive in at Wind Creek to view the location.
- E. Taylor, Jamie and Robert will review the FSA agenda and discuss options for potentially hosting an AASFAA watch party for the general sessions.

Activity Summary

- A contract with Wind Creek in Atmore has been signed and the deposit has been paid.
- SASFAA is conducting a naming competition for their podcast. If you win, you will receive a free SASFAA registration. If an AASFAA member wins and their college will not cover the travel expense to SASFAA, AASFAA has agreed to offer a complimentary AASFAA registration.
- SASFAA will also continue to offer their web series and seeking ideas and suggestions.
- SASFAA is also asking for trainer for the New Aid officers workshop. Contact Taylor if you are interested or know of someone that is interested.
- SASFAA Conference will be held February 14-19th in South Carolina.

Treasurer Report

- The budget report was shared. The checking account will be shared when the account is balanced on the 1st of November. Taylor and Jamie will need to send in their expenses and receipts.
- The balance in the checking account is \$39,194.22. This does not include the check from ACCS as of yet.
- Taylor will be reaching out to sponsors.
- Vicki Johnson is being trained and included in all treasurer transactions for a smooth transition.
- Members agreed to give the president elect and treasurer elect access to the credit cards. This will allow one person to have credit card for multiple years. This will eliminate changing it each year.
- The Money Market account has been updated. Dr. T and Lane Smith have been removed. The account now has Taylor, Gail, Jamie and Vicki listed.

President Elect Update

Attended KASFAA in Kentucky. It was a nice conference. Kentucky is the only southern states that hosts both a fall and spring in person conference. Their attendance for both conferences is well attended.

Jamie presented a one of their sessions.

Food Insecurity was their state charity and the funds went back to their state college system.

KASFAA on the town was a great idea. KASFAA members were provided the option to choose from 4 different restaurants. Their meal choice would be under \$25 dollars and a board member would be at the restaurant to cover the balance. Members were able to network with members from other schools instead of people that you are with all the time.

KASFAA also offered a leadership symposium. The symposium was not an open registration. To attend the symposium, the member would have to be nominated or chosen by the board. This was a great experience and was an open forum. They received certificates for attending.

Recommend scheduling our conferences earlier to avoid scheduling conflicts with other associations. Prior to Covid, we would have our conferences planned a year in advance. However, we stopped doing this to avoid losing money. We were unable to recoup funds for deposits etc. after in person gathering

was prohibited during that time. Taylor suggested we discuss a less expensive option, which is to alternate locations from year to year by hosting it at a college one year then a hotel the next. This is something we need to discuss at a later time.

Fall Training Update

Agenda is up and a link has been provided for registered members. The two presenters are Amanda Harvison, Vice President for Student Affairs at Jefferson State and Gerald Ramsey, Assistant Director of Financial Aid, Consulting and Information at the University of Alabama.

Cierra noted that we have 86 people registered, 58 members and 28 guests. Some members had to register as guests due to membership issues.

Sponsorship Update

Per Shannon, Sponsors have been notified of the sponsorship information on their website, Taylor will reach out to other sponsors to pay their sponsorship fees. We need to get our dates on the SASFAA calendar.

Membership Update

Donna visited 4, 4 year universities in the south area, University of Mobile, University of South Alabama, Spring Hill College and Columbia Southern. A warm welcome was received for the most part. A productive conversation was had with South's Assistant Director, they expressed interest in returning to the Association due to having new staff and the need to network. She was going to push membership with their director and felt the membership was reasonable. The University of Mobile, didn't have much time to talk but said she would look into it. Spring Hill registered for the fall training, so they are interested as well. Columbia Southern was in the middle of a preparing for a graduation ceremony and didn't have much time to talk. All colleges gave great vibes. Information about AASFAA information was given to each college along with Donna's contact information.

Lakeisha reported that Tuskegee University signed up for individual membership. Flyers are being sent out to members reminding them to renew their membership. Gail is sending Lakecia and Donna a members list and a prospective members list.

Past President Update

Working to make an Electronic Services Manual. The website has been condensed to make it neater. Cierra pointed out that we need to do a better job of recording information such as award recipients because information for some years are missing. Taylor will work on gathering award recipient names for previous years to update the website. All minutes have been updated to the website. Sponsors have been uploaded to the webpage. Cierra will see if she can adjust the size of the sponsor banner on the webpage per Taylor's request.

Meeting Adjourned at 11:17 am

