

# South Carolina Association of Student Financial Aid Administrators



2020-2021 Executive Board Meeting  
Tuesday June 23, 2020  
Virtual – Zoom Meeting

## Present

Traci Singleton  
Melanie Gillespie  
Carolyn Sparks  
Justin Pichey  
Michelle Upchurch  
Mircale Mosley  
Regina Hailey Smith  
Kisha Howze  
Bridget Blackwell  
Zachary Christian  
Joey Derrick  
Katie Harrison

Holly Gilliam  
Kim Chambers  
Michelle Lodato  
Kelly Savoie  
Vanessa Childs  
Terria Williams  
Danielle Rymer  
Gus Kitchen  
Samantha Hicks  
Ray Jones  
Elizabeth Milam

## Meeting

President Singleton called the First 2020-2021 Executive Board Meeting to order at 9:05 AM. A quorum was established.

***Action Item: Approval of Agenda with authority given to the President to make changes as needed in order to facilitate the flow of business. Zachary Christian motioned to approve the agenda and Melanie Gillespie seconded the motion, which carried.***

***Action Item: Approval of non-standing committees. Melanie Gillespie moved to approve and Samantha Hicks seconded the motion, which carried.***

There was no old business to report.

SCASFAA Update - Transitional meeting on Friday Melanie shared yesterday in yesterday's meeting, conference information and volunteers in agenda.

SCASFAA Board of Directors Duties and Responsibilities Parliamentary Professional Refresher. Melanie – this is a refresher for previous members in the Policy and Procedures Section – for your part in the transition guide. Melanie went of board etiquette. Only elected members can vote.

### **Report of Officers**

#### **Traci Singleton – President**

Traci over officers and the new members of the board. Her goal for this is to continue to build on what we have been doing with training and webinars.

#### **Melanie Gillespie – Past President**

Melanie will be over special projects, nominations, and elections. She plans to keep same track for officers and is here to support Traci.

#### **Justin Pichey – Vice President**

Justin says he will be Traci's sidekick, he will be over Professional Development. He plans to find ways to get creative and will be looking for feedback from the membership.

#### **Carolyn Sparks – President Elect / Special Projects**

Carolyn is excited to serve as the President Elect. Her theme will Commitment – Scrabble – Possible. Melanie will be her conference chair.

#### **Michelle Upchurch – Secretary / By-Laws**

Michelle will send out the Conflict of Interest form to all board members to sign and return by the next board meeting. Traci explained what this is and Zach continued to explain more.

#### **Samantha Hicks – Treasurer / Budget**

Samantha will send out budget information and will need to have the 2020-2021 Budget set in July.

#### **Miracle Mosley – Treasurer Elect**

Miracle reminder all board members that they need to renew their membership as soon as it opens for 2020-2021.

#### **Regina Hailey Smith – Member at Large**

Regina is already talking to Melissa Barnett; they will get together in July.

Break 9:40 will pick up at 9:45. Committee Reports began at 9:46.

## **Committee Reports**

### **Adam Ghiloni – Legislative Relations**

Adam is monitoring legislation and will provide updates as they come up. Traci asked he has any training or webinars to help understand current legislation? Adam stated he can add it his To-Do list.

### **Gus Kitchen – Advisory to CHE**

Gus did not have anything to report. Has a meeting scheduled with CHE to discuss College Goal.

### **Michelle Lodato – Communications**

Ana Montjoy, Vice Chair introduced herself. Michelle Lodato is currently not present on Zoom. Michelle Upchurch stated she will get with the two of them soon concerning what she has been doing for the Palmetto Pages Newsletter.

### **Kelly Savoie – Consumer/Counselor Relations**

Kelly announced she would continue to look at monthly series she was working on prior to Covid.

### **Katie Harrison – Electronic Services**

Katie is happy to be back on the board. She and Vice Chair, Kisha Howze, will divide and conquer. Katie and Zach will make necessary changes on the website to update the new year. Zach noted that no one should touch anything in the Finances tab if not the treasurer.

### **Earl Mayo – Financial Planning**

Earl, not in attendance. Traci reported that we are in good financial shape because of Earl. She reported Earl will be getting in touch with committee members to go over financial plan and committee duties.

### **Terria Williams – Global Issues**

Terria will do a presentation about Personal Care and Mental Health for the conference. She plans to send out information monthly to the membership. She would like everyone to share ideas. Katie let her know that she has a contact with Mental Health in Columbia and will share their information with Terria.

### **Ray Jones – Loan Agency Liaison**

Ray stated he does not have much to report at this time. He will update the group about issues that lenders have to share.

### **Zach Christian – Conference**

Zach reported that the in-person conference has been cancelled for Fall 2020. The conference will be virtual. He is happy he was asked to be the Conference Chair. He will need everyone's help, support, and guidance. The conference will be the entire month of October, it will tie sponsors/ lenders and new members in. There will be a small conference fee \$500-700 to set up Zoom meeting rooms. A couple options are webinars are generally free – we need to be able to recoup for webinars. One idea he has in institutional pricing for the webinar of \$50-100. He asked if we could vote now or if needs to be a proposal? Katie stated there is no way to enforce members only are watching the webinars. Discussion on how to handle to proceed. Elizabeth suggested tiered pricing based on the number of people watching.

Zach stated he would reach out to schools to see what they may need. Traci asked if we could use a commercial or something to get everyone excited by August 1? Zach stated he would send out a notice that the conference will go virtual for this year. Traci stated that we would not vote today. She said we will wait to see what other states are doing. Will do a commercial by July 1 and have pricing out by August.

### **Elizabeth Milliam – Site Selection**

Elizabeth gave conference dates and locations as follows:

Fall 2020 Virtual

Fall 2021 Embassy Suites, Myrtle Beach

Fall 2022 Marina Inn, Myrtle Beach

Fall 2023 it is too soon to determine

Elizabeth stated that Site Selection will help with all meeting and hospitality needs as needed.

### **Holly Gilliam – Association Involvement and Leadership Task Force**

Holly plans to make sure many opportunities are available for members to volunteer and be involved so they can take leadership roles in the future.

She did an email request to volunteers to complete a survey. She stated that the website needs to be updated on what the committees do. She will send out an email to committee chairs to complete by September.

### **Kim Chambers – Sponsorship**

Kim and Vice Chair Bridget Blackwell were present, they each stated that they have been emailing with JW to get together, to continue to plan for this year. They plan to make it a successful year.

### **Michelle Jacobson – Long Range Plan**

Traci stated she will be in contact with Michelle. She was mistakenly left off the invitation for the meeting. The Long Range Plan needs to be updated for 5-7 years, it was last updated 2 years ago.

### **New Business**

No new business. Carolyn asked if SCASFAA will purchase Zoom Pro. Zach stated it is too expensive for SCASFAA, we will have to rely on institutions who have Zoom Pro. Ray stated the SCSLC has an auditorium style setup and SCASFAA is welcome to use.

### **Announcements and Closing Remarks**

Everyone needs to reach out to the person or persons whom you are to transition with by July 15.

Contact Samantha Hicks with Budget requests.

All current members must update membership to receive webinar information – a notice will go out.

Board meeting to approve budget once complete. It will be a phone meeting and vote.

Make sure all board members update membership.

Adjournment of 2020-2021 Transitional Meeting was at 11:01pm.

Respectfully Submitted,

Michelle Upchurch  
2020-2021 SCASFAA Secretary