

## South Carolina Association of Student Financial Aid Administrators



2017-18 Executive Board Meeting

Friday June 16, 2017

Hilton Homewood Suites – Greystone Room

West Columbia, SC

**Present**

Elizabeth Milam  
Jennifer Williams  
DJ Wetzel  
Zach Christian  
Katie Harrison  
Angela Fowler  
Kyle Phillips  
Traci Singleton  
Missy Perry  
Gerrick Hampton  
Kisha Howze  
Samantha Hicks  
Kevin Perry

Kelly Savoie

## **Meeting**

President Williams called the 2017-18 Executive Board meeting agenda to order at 8:48 am. A quorum was established with a majority of the voting members present.

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

***Action Item: Approval of Non-Standing Committees. Katie Harrison motioned to approve the Non-Standing Committees, and Elizabeth Milam seconded the motion, which carried.***

There was no old business to report.

President Williams presented her theme and log for the 2017-2018 SCASFAA Executive Board. Her theme is 'Find Your Joy'.

President Williams gave an update on SASFAA including all of the meetings scheduled for 2017-18 and recognized the 2017-18 SASFAA volunteers. President Williams gave an overview of the responsibilities of the Board, and her expectations for the duties of the Board. Encourage the current Board to renew their memberships as soon as possible after July 1, 2017. Reminder that voting members cannot vote if they are not a paid member. President Williams hashtag is #SCASFAA52JOY. She encouraged us to use this when posting to social media in reference to the current SCASFAA Board year.

Kisha Howze provided an update on parliamentary procedure.

## **Report of Officers**

### **Jennifer Williams – President**

President Williams stressed the importance of promoting volunteerism this year and expressed her appreciation for the service of the Board. She is grateful for both the experiences veteran Board members, as well as very excited about new members joining the Board.

### **Kevin Perry – Past President**

No updates at this time. Kevin will be in charge of nominations and elections.

### **Missy Perry – Vice President**

Not present. President Williams has discussed with her details about New Aid Officer workshop and a series of webinars for professional development over the course of the year.

### **Kisha Howze – President Elect**

Kisha discussed the idea for a charity. We plan to hold 4 different events over the course of the year in support of animals. Would like to focus our charity efforts on the neediest locations within our state.

### **DJ Wetzel – Secretary**

Would like to maintain consistency in the transition to Secretary for the next year. Do this through maintaining an updated Calendar of duties, standard templates for Minutes, and board reports and transition reports. Should the Secretary be required to send greeting cards to the Association.

### **Traci Singleton – Treasurer**

Discussion: Advised on current use of the reimbursement form. SCASF AA does reimburse at \$0.35 per mile if your institution does not provide for mileage. President Williams encouraged committee chairs to ask their committee members to use institutional travel funds instead of SCASF AA budge where possible.

### **Angela Fowler – Treasurer Elect**

Reminded all members to submit their membership renewal. Angela is a remote employee, so she would like to use a PO Box for Treasurer-Elect Correspondence. She will do this quickly so we can update the address on the membership form.

***Action Item: 16-17 President Perry used executive privilege to increase the Treasurer-Elect budget by \$50.***

### **Samantha Hicks – Member at Large**

Grateful for the opportunity to serve. Plans to help share the value of SCASF AA through various means during her year in this role. Sept 1 is the target date for the listserv, so Samantha will be able to use the listserv for communications to the membership.

### **Committee Reports**

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#### **Cindy Peachey – Advisory to CHE**

Not present.

Discussion: College Goal. Gerrick Hampton from CHE asked for SCASF AA’s support of asking SCASF AA member schools by hosting a FAFSA completion event at local high schools in October. This is a goal of the committee for the year. Will coordinate with the Consumer Relation Committee.

#### **Carla Brewer – Communications**

Not present. President Williams has asked Carla to continue with the Palmetto Pages newsletter.

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

Will continue to present at CACCRO events. The plan is to still host a monthly webinar series on financial literacy.

#### **Zach Christian – Electronic Services**

Plans to help make the website easier to understand. Would like to implement an aptitude test to gauge the interests of the membership in volunteering.

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

Not present.

#### **Gerrick Hampton – Global Issues**

Is interested in exploring the topic of poverty, as his global issue. Discussion was held on whether or not a stand-alone event would be appropriate, or whether they should have a session at the conference.

#### **Joey Derrick – Legislative Relations**

Not present.

#### **Chuck Sanders – Loan Agency Liaison**

Not present.

### **Elizabeth Milam – Conference**

Elizabeth will be planning her 4<sup>th</sup> conference. It will be a challenge because of the shortened year, and some of the items in the contract. The 2018-2019 conference chair will need to be determined earlier, because of our November 2018 conference timeline. Scheduled for March 26-28, 2018.

### **Aria Simmons – Site Selection**

Not present. President Williams has asked Aria to work on creating a handbook for Site Selection. She will not need to pursue a new location and contract as we already have signed contracts through 2020.

### **Katie Harrison – Association Involvement and Leadership Task Force**

President Williams created this position to find new ways to involve the membership as well as keep the Board on task. Will do a more active solicitation of committee members, and will be working with Zach to create a new page that highlights each committee with a committee chair/members as well as the duties and scope of that committee. Could also capture a video or written testimony of previous SCASFAA committee members. Also could reach out to the other 8 state presidents to gather feedback and ideas on what has or has not worked in recruiting and developing new members. Discussed ways to improve buy-in from upper management with the goal of encouraging member participation for new and existing member schools. Katie also plans to better manage the volunteers for SCASFAA.

### **Melanie Gillespie – Sponsorship**

Not present.

### **Kyle Phillips – Long Range Planning**

Help to work on a new transitional document. President Williams encouraged all board members to read through the Long Range Plan.

### **New Business**

There was no new business.

### **Announcements and Closing Remarks**

President Williams thanked the board for their attendance and service, announced that the next Board Meeting will be held in October, and adjourned the meeting at 12:10 pm.

Respectfully Submitted,

DJ Wetzel  
2017-2018 SCASFAA Secretary