

South Carolina Association of Student
Financial Aid Administrators



2016-17 Executive Board Meeting
Monday, October 3, 2016
South Carolina Student Loan Corporation
Columbia, SC

SCASFAA 2016-2017 FALL BOARD MEETING
October 3, 2016
South Carolina Student Loan Corporation

Present

Kevin Perry
Elizabeth Milam
Jennifer Williams
DJ Wetzel
Cindy Peachey
Traci Singleton
Zach Christian
Carla Brewer
Katie Harrison
Angela Fowler
Jan Price
Joey Derrick
Chuck Sanders
Nikisha Dawkins
Melanie Gillespie

Absent

Nancy Garmroth
Kyle Phillips
Kelly Savoie
Biz Daniel
Earl Mayo

Meeting

President Perry called the 2016-17 Fall Board meeting to order at 10:04 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. Elizabeth Milam motioned to approve the agenda and Zach Christian seconded the motion, which carried.

President Perry discussed the minutes from the transition, and there were no changes to be made.

There was no old business to report.

Report of Officers

Kevin Perry – President

President Perry updated on SASFAA. SASFAA Leadership Symposium is happening this year. Traci Singletary and Zachary Christian will be attending on behalf of SCASFAA. DJ Wetzel declined the invitation due to a family conflict.

Discussion Item: Jennifer Williams has been elected into the President-Elect position.

Action item: Email vote was unanimous to agree to move Jennifer Williams into the President-Elect position. A quorum was established, there was no discussion, and the vote was unanimous.

Discussion item: President Perry asked for recommendations from the board for the vacant position of Vice President. Names were brought forward, and President Perry indicated he would make a decision by the end of the week.

Elizabeth Milam – Past-President

Elizabeth is seeking a dual slate for president, president elect and member at large. She intend to cleanup the p&p to clean up any discrepancies in any potential combination of vacancies. Cleanup the ability to do nominations from the floor during the SCASFAA annual conference. Committee is formed.

Discussion item: Updates the by-laws to account for what happens in the vacancy of only the President-Elect position. President Perry asked the Nominations and Elections committee to work on the verbiage for this proposed by-law change.

Discussion item: By-law update for President-Elect vacancy

Vacant – Vice President

Jennifer Williams reached out to Dave Bartnicki who is willing to do a Federal Update the week of Nov 7th using the SC Tech Net System. Leadership Symposium is supposed to be for Director level positions. Jennifer has the idea of doing a PPY round table discussion, and continue to do the New Aid officer track at the annual conference.

Jennifer Williams – President-Elect

Grateful for being nominated into the position of President-Elect, and is willing to take on any responsibilities offered by the board.

DJ Wetzel - Secretary/By-Laws

Working on forming the committee, and is reviewing minute taking software which will help to standardize the minutes format and allow for the minutes change process to be done much faster than has been done in the past. Also will allow for consistency when the Secretary changes after an election.

Cindy Peachey – Treasurer/Budget

Action Item: Approval of 2016-2017 budget. President Perry asked if there were any concerns regarding the proposed budget. The budget is being recommended by a committee, therefore there is no need for a second. The action passed. No Abstentions. The budget is accepted as is with no changes.

Cindy discussed why the change to BBT was made. Wells Fargo credit cards have been destroyed. BBT credit cards have been received. The transition to BBT has been completed, once Jennifer has been added as a signature authority on the account as the new President-Elect position. Have paid the insurance costs. Ellison 'anti-theft' insurance has provided the insurance back to 06-07, President Perry asked that we review the policies to ensure they are providing the accurate coverage. President Perry will contact other state presidents to determine how other states policies are written. Hartford provides liability insurance. Cindy Peachey holds the actual policies. Chuck Sanders noted we need to include a DNO "Directors and Officers" clause, as well as explore an Umbrella policy.

Traci Singletary – Treasurer – Elect

Deposits are being made in a timely manner. All board members have paid annual membership dues.

Zach Christian - Member at Large/Membership

Zach is working on finalizing his committee. Is going to reach out to members whose memberships have lapsed. Is planning to reach out to previous members who have not renewed their membership and see if they are interested in renewing their memberships. President Perry recommended we do a review of the membership directory to determine if there are any

members who have duplicate entries. 243 active paid members, 17 affiliate members. 260 total paid members as of September 30th, 2016. Is hoping to meet with committee in the next several weeks, and will continue to reach out to schools. Attempt to change the mentality of only joining SCASFAA until something is needed. Also, to determine whether it is beneficial for colleges to enroll everyone in their office or only those who will attend the conference. President Perry asked for discussion on whether or not an incentive would help to increase paid membership dues earlier. Discussed sending letters to the FA directors asking if they could use assistance in boosting membership at their institutions.

President Perry called for a break at 11:30. The meeting was re-convened at 11:51

Reports by Committee Chairs

Carla Brewer – Advisory to CHE

See attached report.

Carla has formed her committee and has contacted Dr. Woodfaulk to meet in person to discuss future action items for SCASFAA and CHE. President Perry asked that all committees keep him in the loop on all business and meetings as they occur.

(Absent) Kyle Philips – Communications

See attached report.

Kyle has suggested that we create an Instagram account for SCASFAA, and add Hootsuite to streamline all social media communications. Elizabeth Milam noted that the P&P accounts for all social networks, so it does not require board approval to open a new social network account.

(Absent) Kelly Savoie – Consumer/Counselor Relations

See attached report.

Kelly's main goal was to increase involvement with Counselor relations, and find a way to increase financial literacy. Committee was scheduled to present at 4 CACCRO events, and the reports were sent out to every high school counselor presenting. S.C. Department of Education has offered their listserv for us to utilize to reach out to counselors.

Electronic Services – Katie Harrison

See attached report.

Katie asked that all committee chairs send the membership lists to her so she can update on the website. ATAC web hosting proposal is still very expensive. Katie has suggested that we use SimpleList to do a free 30 day trial of listserv software. Katie's goal for the website is to review page by page.

(Absent) Nancy Garmroth & Angela Fowler – Financial Planning

Angela announced that Nancy completed the annual review at the end of September. Discussion was held on keeping an accurate asset list, and also to keep a centralized database of account passwords. Traci will get the laptop to DJ Wetzel, to review for usability and future viability.

Break for lunch at 12:30. Reconvene at 12:57

Melanie Gillespie – Sponsorship

Melanie reviewed her proposals for the Sponsorship tiers. Discussion was had by the board on the following items. Many sponsors are limited in their spending dollars for sponsorships. The Tier 2 priced at \$1100, should still continue to allow most

sponsors to participate, since it included the conference registration. Proposal to add a 'Non-Sponsor' sponsorship level for vendors who do not wish to provide a booth, but would still want to contact and build relationships. Changes were made to the various Tier options, to align with current market needs and comparison to other state associations. Elizabeth Milam defined "Affiliate Membership" so the new 'non-sponsor' tier was clearly defined. Affiliate members need to be updated and corrected in Wild Apricot.

Action Item: Approve sponsorship levels and pricing. Board accepted the motion to accept these changes as presented. The motion carried and there were no abstentions.

Jan Price – Global Issues

Focusing on Autism, and how this affects students. Working to send out a bi-monthly email update to keep the membership focused on Autism and how we can better serve this community.

Joey Derrick – Legislative Relations

Will continue to monitor legislative activity, and have delegated monitoring activities to various individuals on the committee. Should keep the momentum moving forward with monitoring legislation. Also, plan to participate in the SASFAA hill visits. Will only send out updates as relevant information becomes available.

Chuck Sanders – Loan Agency Liaison

President Perry offered sincere thanks for offering the meeting space and providing snacks for the board. SCSLC has faced adversity in recent months and Chuck Sanders addresses the recent changes at the SCSLC. Mid-January is the target date for private loans at SCSLC to be outsourced. In Spring 2017, SCSLC will no longer offer the Teacher Loan Program. Chuck Sanders asked for input from the board on the future of the SCSLC.

Nikisha Dawkins – Long Range Planning

Report is attached.

Kisha is working to form her committee. Intends to review the long range plan and will present recommendations to the board. Kisha indicated that we are on task to meet any upcoming items on the long range plan.

(Absent) Biz Daniel – Conference

Report is attached.

President Perry and Biz met with the hotel last week, and chose to move the conference meeting to the other side of the conference center. This will necessitate a longer walk to the restrooms, but the decision was made to move the ballrooms to a more secluded location. Office location will remain the same. Provide space for 4 breakouts during the entire conference. Sponsors and the charity will be located in the hallway. Will be moving back to the 2 lunch no dinner format. An additional hospitality space has been added to allow for a better President's reception. Cindy Peachey is going to research buying a reusable retractable banner to have at the registration table for the annual conference. Charity sponsor is Champion Autism Network.

(Absent) Earl Mayo – Site Selection

President Perry discussed the site changes and the forthcoming survey regarding the change in conference location.

New Business

There was no new business.

PPY Discussion

USC Columbia has emailed all 16-17 filers regarding PPY, and paper letter is also going out to 16-17 FAFSA filers. Coastal Carolina is sending out a generic letter to be included in the Admissions packet. Consensus seemed to be that most schools would not actually pull in 17-18 ISIR until after January 1, 2017.

Announcements and Closing Remarks

None.

President Perry announced that the next board meeting would be held in January 2017. President Perry thanked for board for their attendance and service, wished safe travels, and adjourned the meeting at 2:39pm.

Respectfully Submitted,

DJ Wetzel
SCASFAA Secretary

