

**SASFAA Board Meeting
Peabody Hotel- Memphis Tennessee
July 25-27th**

Saturday, July 26th

CALL TO ORDER:

President Basford called the meeting to order at 9:05 a.m.

Voting Members Present: Nathan Basford, Zita Barree Amy Berrier, Marian Dill, Vickie Adams. Amy Moser, Stephanie Miller, Stephanie Watson, Carrie Cooper, Cathy Shell, Susan Smith, Kenneth Cole, Celena Tulloss, Tarik Boyd, Kristie Hughes

Non-Voting Members Present: Joan Bailey, Sarah Dowd, Jody Darby, Chris Tolson, Tracy Misner, Terri Parchment, Nancy Garmroth, Janet Nowicki, Lenny Akins, Sandy Neel, Angela Black

Non-Voting Members Not Present: Sharon Oliver

The chair declared a quorum.

Action Item: Zita Barree moved that we approve the agenda with the President authorized to make adjustments to facilitate the flow of business. The motion was seconded by Amy Berrier. The motion was unanimously approved.

Celena Tulloss welcomed the board to the state of Tennessee. She shared key facts about the state.

The board participated in the clock game icebreaker. Questions were in response to the first four chapters of the book "Road to Relevance".

Question:

If we were to ask our members to identify the one thing that we do that helps them the most, what would it be?

Answers: All participating agreed that NAOW, Professional Development, Networking opportunities, and Training were the things that we do that helps our members the most.

Question:

What are our strengths and what can we do to improve them?

Answers: All participating agreed that our Members, our Leadership, and our Advocacy are our strengths and that we continue to improve by getting others involved so that we can move forward with new ideas and opportunities to our members.

REPORTS:

President, Nathan Basford

Nathan reviewed his written report (See Attachment A)

Discussion:

Thanked the board for participating in the clock game and for reading the assigned chapters of Road to Relevance.

Regional Presidents will be in Washington DC August 24 and 25 for NASFAA meeting with senior management to discuss how all will work together this coming year.

Congratulations to Sandy Neel, who received the 2013-2014 NASFAA Regional Leadership award.

The SASFAA hospitality suite held at the Omni hotel was well attended.

The hospitality suite at the conference center was available for folks to recharge their electronic devices as well as just relax and network.

President Basford met with the GAP committee before the board meeting to discuss the layout of the spreadsheet for 2014-15 to committee chairs. Goals and Objectives will be assigned to the board with in the next few weeks by the President

The Budget and Finance committee also meet before the board meeting to review and put together the operating budget for 2014-15 to present to board for approval.

President-Elect, Amy Berrier

Amy reviewed her written report (See Attachment A)

Discussion:

Attended Mississippi transition meeting in Choctaw Mississippi,
Working on theme for the 2015-2016 SASFAA conference in Greensboro, NC.
Working with North Carolina Fall conference.

Past President, Zita Barree

Zita reviewed her written report (See Attachment A)

Discussion:

Preparing for new GAP format proposals.

The board in November will be presented with a slate of candidates for the 2015-2016 nominations; Treasurer, Vice President and President-Elect.

Information will be going out for nominations for SASFAA awards and be presented at the November Board meeting.

Zita and Nathan will attend the NASFAA Board meeting in November in New Orleans.

Vice President, Marian Dill

Marian reviewed her written report (See Attachment A)

Discussion:

Attended the NAOW in June to observe and be ready to move forward with the planning for the 2015 NAOW.

Looking at location in Birmingham, Al. for Leadership Symposium to be held in November. Lissane Masterson will take lead for the symposium.

Professional development committee to review curriculum.

Reviewed list of first time instructors from NAOW this year (2014).

Rhodes will not be able to submit a bid to host NAOW for 2015 along with Davidson. They are unable to participate/host due to other events already scheduled at their institutions.

Jacksonville State University, in Alabama will submit a bid to host NAOW for 2015.

Possible look for 2 year commitment for NAOW for the future.

Tentative dates for NAOW 2015 will be similar to dates for 2014 NAOW, around Father's Day.

Marian has not received bids, but has had many interested schools. When committee receives proposals, we will review to discuss menus, costs, etc. While working on NAOW 2015 we will look at 2016. Even though there were issues at Upstate, the staff persevered with a smile.

Secretary, Vickie Adams

Vickie reviewed her written report (See Attachment A)

Discussion: none

Treasurer, Amy Moser

Amy reviewed her written report (See Attachment A)

Discussion:

Addendum to report emailed to board.

Changes were presented to the board to change PayPal deposits to monthly instead of bi-weekly.

Motion to approve was tabled by Kenneth Cole and seconded by Celena Tulloss.

After being tabled and brought back to board: Amy Berrier suggested that Amy Moser make a change to the Guide to Financial Management 7.6.f for the change to monthly deposits to PayPal. Motion was seconded by Marian Dill. Motion passed unanimously.

Budget and Finance, Terri Parchment

Terri handed out report to Board member and reviewed the written report (See Attachment A)

Discussion:

Explanation of adjustments necessary to close the 2013-2014 budget. Suggested to change journal entries to reflect interest earned and the expense associated with the original purchase in the expense line.

Marian Dill made a motion to approve 2014-15 budget as submitted and was seconded by Amy Berrier. Motion passed unanimously.

Communication and Outreach, Jody Darby

Jody reviewed his written report (See Attachment A)

Discussion:

Post tidbits highlighting state conferences.

People like to see what is going on in the SASFAA states. This tends to make for stronger bonds between SASFAA states. Photos of SASFAA state Presidents at NASFAA were posted to Facebook. There was an increase in "likes" for the SASFAA Facebook page from 2013 to 2014.

Conference Chair, Chris Tolson

Chris reviewed her written report (See Attachment A)

Discussion:

With guidance and conversations with the President; the conference committee and chair of local arrangements has been selected. Chris, Nathan and Tracy visited the Peabody Hotel in April. Conference committee will begin their meeting at 2:00 today and continue Monday morning. Tracy invited the board to walk around and view the meeting rooms and space for the SASFAA 2015 conference in February.

Electronic Services, Angela Black

Angie reviewed her written report (See Attachment A)

Discussion:

Addressed an issue with Wild Apricot technical support regarding the system duplication of a membership renewal email issued in July.

A new leadership web page was created for the 14-15 executive board and each committee.

State web pages updated to reflect the current information.

Implemented functional site map on the website and finalized the relocation of documents from the previous non-functional site map page.

Angie reminded board members who have not submitted a photo of themselves or would like a new photo to please let her know so that web site can be updated with picture of executive board members.

Submitted Policy and Procedure changes/recommendations:

To address an inaccurate web link and reference to documents accessible on the SASFAA website, the Electronic Services Committee Chair recommends that Appendix C of the SASFAA P & P be updated as follows: **The following documents are maintained by the SASFAA Secretary and may be referenced on the SASFAA website if deemed applicable to current policies and procedures.**

Kristie Hughes made a motion to accept the update of Appendix C of the SASFAA P & P and Celena Tulloss seconded. Motion passed unanimously.

Discussion: Day rate for conference was not in budget. Board required to vote on day rate. Marian Dill made a motion to approve day rate of \$150 as was established for the 2014 conference. Tarik Boyd seconded. Motion passed unanimously.

Global Issues, Joan Bailey

Joan reviewed her written report (See Attachment A)

Discussion:

Contacted members to serve on committee and will have conference call to begin looking at activities for 2014-15. Joan will be attending the NASFAA Global Issues Task Force on September 22 and 23.

Legislative Relations, Sharon Oliver

Not in attendance

Written report was submitted (See Attachment A)

Membership, Nancy Garmroth

Nancy reviewed her written report (See Attachment A)

Discussion: None

Site Selection, Tracy Misner

Tracy reviewed her written report (See Attachment A)

Discussion:

Rooms for the SASFAA 2015 conference should be increased from 1155 to 1200. SASFAA has all the space.

Marian Dill made the motion to increase the number of rooms from 1155 to 1200 for the 2015 SASFAA conference in Memphis at the Peabody Hotel. Zita Barree seconded and the motion carried unanimously. Proposal for next board meeting will be November 2-4 in Fort Lauderdale. Amy Berrier made a motion to accept the location in Fort Lauderdale November 2-4, 2014 and Vickie Adams seconded. Motion passed unanimously. The dates for the Leadership Symposium is November 20-22 with a proposed site at the Hyatt Wynfrey in Birmingham, AL this site will include free airport transportation to and from the airport. Rates will include breakfast. The 2015 SASFAA transition meeting to be held June 7-10, 2015 at the Trade Winds Resort in St. Pete. Amy Berrier made the motion to return to Trade Winds for the 2015 and 2016 transition meeting. Kenneth Cole seconded and motion passed unanimously. Working on contact with Disney Properties for the SASFAA conference for 2018.

Sponsorship, Janet Nowicki

Janet reviewed her written report (See Attachment A)

Discussion:

Janet Nowicki and Lenny Akins asked for direction from the board on how to proceed with the sponsorship levels. Things that the association can do in addition to support the sponsorships could be to offer additional resources to our sponsors such as training offered, have a resource page on the SASFAA web site linking directly to the training. Sponsors to be required to be SASFAA members training provided by the individual and to push sponsors through membership first. Amy Berrier made the motion to require everyone to pay membership fees, including New Aid Officers Training Workshop, sponsors and financial aid community. No one seconded. Recommendation did not go forward. This will be brought to the November board meeting.

Discussion:

Hicks and Fern drayage companies have submitted proposals for the annual conference in 2015. Hick's is a local company and Fern is off site in Birmingham, AL. Zita Barree made a motion to accept Fern and Drayage Company for the annual conference in Memphis. Kristie Hughes seconded and motion passed unanimously. Janet will have a committee for sponsorship this year. The \$6000 level of sponsorship should include the Leadership Symposium. Janet will supply the verbiage for sponsor vending at the conference.

Resource Partners Liaison, Lenny Akins

Lenny reviewed his written report (See Attachment A)

Long Range Planning, Sandy Neel

Sandy reviewed her written report (See Attachment A)

Discussion,

She will be reaching out to all regional associations and will bring back to the November board any suggestions. Hand selected committee members

President's Ad Hoc committee, Sarah Dowd

Sarah reviewed her written report (See Attachment A)

STATE PRESIDENTS REPORT (See Attachment B)

Tennessee-Celena Tulloss

Report submitted

Alabama-Stephanie Miller

Report submitted

Florida-Stephanie Watson

Report submitted

Georgia-Susan Smith

Report submitted

Kentucky-Kristie Hughes

Report submitted

Mississippi-Carrie Cooper

Report submitted

Discussion: NASFAA credentials will be offered to all directors in October

North Carolina-Cathy Shell

Report submitted

Discussion: Because there was no mission statement, one was created

South Carolina-Kenneth Cole

Report submitted

Discussion: President-elect workshop was outstanding, year round scholarship allows for summer semesters

Virginia-Tarik Boyd

Report submitted

New Business:

Approval of Committee Members

Motion to approve Celena Tulloss seconded by Kristie Hughes

Motion passed unanimously.

Executive Board to begin thinking of ideas for NASFAA award

Bring recommendations to November board meeting

November board meeting

Fort Lauderdale Embassy Suites November 2-4

Travel Day November 2

State Presidents Meeting November 2 (afternoon)

Committee Meetings November 2 (afternoon)

Dinner @ 6:30

Meeting was adjourned @4:30 p.m.

ATTACHMENT A



Southern Association of Student Financial Aid Administrators
Nathan Basford/President
Executive Board Report/07/26/2014

Summary of Activity:

- Attended the NASFAA Annual Conference Great Experience!
- Have had the opportunity to speak with Chris Tolson, conference chair, as well as others on the planning of our annual conference.
- Have been working with the Budget and Finance committee chair, Terri Parchment, along with treasurer, Amy Moser, Vice President, Marian Dill, and Immediate Past President, Zita Barree preparing the 2014-15 budget.
- GAP Preparation for 2014-14: Goals & Objectives/Format

Action Items:

- No activity for this period

Policy & Procedure: Changes/ Recommendations:

- No activity for this period

Road To Relevance: Your comments on Chapters 1-4:

- Reducing the number of standing committees and moving to a project specific, time limited task force. (As we have heard NASFAA has gone with this concept) Something that we may want to look at in the near future.
- The Future Starts Now: Are we going to continue as business as usual? I think not! We will look this year on ways to ensure that we are addressing the membership's needs and concerns. This may mean: providing additional training, advocating for students, looking at current positions of board members, etc. Also insure that we as executive officers ensure the fiscal stability within the association.
- We must be ready for answers from the membership if and when we ask them to identify the one thing that we do as an association that helps them most. What do you think they would say?
- We must continue to recognize our Resources: They are our source of support and growth. Our resources are our business partners as well as our members. This includes using our members who have volunteered.
- In using our volunteers we must ensure they are: project –specific, time-limited this will ensure that more volunteers can be used during the year.
- One resource that associations identify is their financial positions or reserves: While we look at our healthy reserve we must realize they can be readily drawn upon when needed: Training, special projects, as long as the membership can see a value added benefit by using o our reserves.

- As we begin working on the five-year plan / or strategic planning we need to ask ourselves these questions:
 - What is the purpose of our association existing?
 - What do we hope to accomplish as an association?
 - What path, task, and goal will we take to accomplish these things?

I have enjoyed reading this book, and I hope that each of us will be able to take and apply some of these recommendations that the book offers to better serve our association and meet our membership's needs and concerns.



Southern Association of Student Financial Aid Administrators
Amy Berrier, President-Elect
July 26, 2014

Summary of Activity:

- Attended the MASFAA Transition Board Meeting in Philadelphia, Mississippi July 10 & 11. Presented information on parliamentary procedures, reviewed the MASFAA Constitution, Bylaws, and P & P and provided suggestions, went over goals and other topics from the Road to Relevance Book
- Working on theme for 2015-2016
- Working on selecting board members for 2015-2016 slowly
- Worked with NCASFAA Conference Chair on upcoming fall conference where I will be representing SASFAA
- Read Chapters 1-4 of Road to Relevance

Action Items:

None

Policy & Procedure: Changes/ Recommendations:

None at this time

Road To Relevance: Your comments on Chapters 1-4:

- Gives questions Associations sometimes don't want to ask
- Discusses the pressures that all of us face such as time constraints, generational differences, technology – that would come into play when we seek out volunteers for service to SASFAA
- Discusses ways to radically change our Associations
- When focusing on what we do best as an Association, gives great questions to ask when examining processes and goals for the Association
- When we are setting our goals for the year, and when we sometimes try to do too much, this stresses to do few things and do them well instead of trying to do everything every year
- Great tool to help us continue carving out our niche in the education world



Southern Association of Student Financial Aid Administrators
Zita Barree/Past President
Executive Board Report July 2014

Summary of Activity:

I sent an e-mail to all the state past presidents confirming their participation as members on the 2014-15 Nominations & Elections Committee.

I sent an e-mail to the SASFAA listserv soliciting nominations for President-Elect, Vice President and Treasurer for the 2015-16 SASFAA Board.

I solicited additional members for the 2014-15 GAP committee.

Action Items:

GAP Committee members to be approved – will share names at the Board meeting.

Policy & Procedure: Changes/ Recommendations:

None

Road To Relevance: Your comments on Chapters 1-4:

I will share my comments at the Board meeting.



Southern Association of Student Financial Aid Administrators
Marian Dill/Vice President
Executive Board Report 07/17/2014

Summary of Activities

Plans are underway to accomplish the lofty training goals set during the transition meeting. A lot of work has already occurred and I am thankful to report that SASFAA members are stepping up to assist in reaching those goals. To date the following has occurred:

- I attended the 2014 NAOW in Spartanburg SC and transition with prior year's Vice President. The SASFAA banners and NAOW supplies have been transferred to my possession.
- While in Spartanburg Dana Kelly (business partner) and I conducted a campus visit at Wofford College for consideration for the 2015 NAOW.
- While attending NASFAA met with President, Past-President and Budget and Finance Chair to discuss the 20142015 budget needs to accomplish this year's goals.
- Lisanne Masterson has agreed to take the lead role for the **Leadership Symposium**. She is already working on a budget and Tracy Miser is working to secure a location for the event. The tentative dates are November 20-22, 2014
- A request has been made for a lead person for the **Mid-Level Preconference** training. At the time of this report, this position has not been officially filled.
- The Curriculum Coordinator (CC) for NOAW will be Sandy Neel. This will be her second consecutive team as CC. The goal is to build on the work of the past and ensure this workshop continues to provide superior training.
- Volunteers have been secured to serve on the Professional Advancement Committee. A significant purpose of this committee is to review the NAOW curriculum and consider possibilities for ensuring excellence and taking this training to the next level. The committee will consider NASFAA credentialing for the instructors, developing additional case studies / quizzes for each section of the curriculum and explores new options for enhancing learning opportunities.
 - The goal is for the committee to meet in October (pending budget approval) to develop a plan for the 2015 NAOW.
- The proposed professional advancement committee for 2014-2015 is as follows:
 - Sandy Neel (KY)
 - Brent Tener (TN)
 - Runan Pendergrass (KY)
 - Brad Barnett (VA)
 - Lisanne Masterson (NC)
 - Brenda Brown (FL)
- Solicitation for the NAOW site will be made with the request submission date of September 1.
- Solicitation for new instructors will be made with the requested submission date of September 1.
- First time instructors for 2014 NAOW who are anticipated returning for the 2015 NAOW
 - Joan Bailey (FL) – 4 year
 - Brenda Burke (VA) – 4 year public
 - Kamesia Ewing (NC) – 4 year public
 - David Haggard (TN) – 4 year private
 - Lori Mitchum (KY) – 4 year public
 - Aria Simmons (SC) – Technical College

Marian Dill/Vice President
Report Continued

Action Items:

Review of committee members

Policy & Procedure: Changes/ Recommendations:

None to report at this time.

Road To Relevance: Your comments on Chapters 1-4:

It is good food for thought to consider the organizational purpose of reserve funds and how much is the acceptable / responsible amount (of course has already been defined in SASFAA P&P manual). SASFAA is now in a wonderful financial position to consider how “excess” reserve funds can best be utilized to serve the membership.



Southern Association of Student Financial Aid Administrators
Vickie Adams/Secretary
Executive Board Report 07/17/2014

Summary of Activities:

June 9-11, 2014, met in St. Petersburg for SASFAA transition. Emailed all board members of dates to submit room/transportation information for the July Executive Board meeting requested all board reports to be sent to me in the new format President Basford has requested.

Action Items:

None

Policy & Procedure: Changes/ Recommendations:

None

Road To Relevance: Your comments on Chapters 1-4:

Associations cannot continue to do what has been done in the past. Identify strengths and build on that. Don't try to do everything because when you do you lose sight of the important things that SASFAA is all about, training. Recognize any weaknesses and improve. What does the association do best and build upon it to make it better. Just because the board thinks there needs to be additional services, let the membership help determine what the association needs to do.



Southern Association of Student Financial Aid Administrators
Amy M. Moser/Treasurer
Executive Board Report 07/26/2014

Summary of Activity:

- Final 2013-14 expenses are paid and June 30, 2014 bank accounts have been reconciled
- Each 2013-14 board member will have a final (as of 7/24/2014) budget report at our Memphis meeting
- Credit cards have been ordered for new board members and accounts for previous board members have been closed
- Submitted request to PayPal to change the account from Previous Treasurer, Nancy Garmroth to me
- Working with the President, Nathan Basford, Budget and Finance committee chair, Terri Parchment, Vice President, Marian Dill, and Immediate Past President, Zita Barree preparing the 2014-15 budget.
- Working with Budget and Finance committee chair Terri Parchment and CPA, Mike Dunn on correctly categorizing investments.
- 2014-15 membership payments are coming in fast and furious

Action Items:

- Outstanding entries
 - Income of \$527.90 credited to 2014 New Aid Officer's Workshop
 - Income of \$276.00 credited to Executive Board (second Tradewinds refund)

Policy & Procedure: Changes/ Recommendations:

- Change PayPal deposit to monthly instead of bi-weekly. Allows for PayPal report and Wild Apricot to reconcile quickly and more efficiently.



Southern Association of Student Financial Aid Administrators
 Terri Parchment/Budget & Finance Chair
 Executive Board Report/July 18, 2014

Summary of Activity:

Attended meeting with Nathan Basford, Zita Barree, and Marian Dill at NASFAA to discuss Budget for 2014-15. The Budget Chair participated in a conference call with Nancy Garmroth and Jeff Stanley from Edward Jones to discuss transfer of investments and journal entries necessary to close the accounts.

Explanation of Investment adjustments necessary to close the 2013-14 Budget. At the Transitional Board Meeting in June Terri Parchment, Nancy Garmroth, and Zita Barree met via conference call with Jeff Stanley from Edward Jones to discuss the status of the SASFAA investments managed by them. After thorough discussion the decision was made to move the Franklin Low Duration, JPMorgan Short Duration, and Lord Abbett Short Duration funds to the Advisory Solution Funds. To do this these funds would be sold. When this transaction took place on June 23, 2014 the funds were sold for less than the value that was held in Quickbooks. Below is a summary of the purchase amounts and dividends made on these investments since inception. Overall, the Lord Abbett and Franklin Low investments did net income to SASFAA over the life of the investment. The JP Morgan did not.

Lord Abbett

Total Investment 11/21/2012	\$164,629.43	
Dividends from Inception	\$7,818.23	
Balance Sheet Total	\$172,447.66	
Balance Sheet Value	\$172,447.66	
Sold on 6/23/14 for	-\$169,193.36	
Loss in value	\$3,254.30	\$3,254.30

Total Dividend Paid	\$7,818.23	
Loss in value	-\$3,254.30	
Actual Income for life of investment	\$4,563.93	

JP Morgan

Total Investment 11/21/2012	\$50,483.33	
Dividends from Inception	\$197.52	
Balance Sheet Total	\$50,680.85	
Balance Sheet Value	\$50,680.85	
Sold on 6/23/14 for	-\$50,132.66	
Loss in value	\$548.19	\$548.19

	\$197.52	
Total Dividend Paid	\$197.52	
Loss in value	-\$548.19	
Actual Income for life of investment	-\$350.67	

Terri Parchment
 Budget and
 Finance
 Report Cont.

Franklin Low

Total Investment 3/4/2013	4,497.32
Dividends from Inception	<u>89.61</u>
Balance Sheet Total	4,586.93

Balance Sheet Value	4586.93
Sold on 6/23/14 for	<u>-4,536.67</u>

Loss in value 50.26 50.26

Total Dividend Paid	89.61
Loss in value	<u>-50.26</u>

Actual Income for life of investment 39.35

Total Expense Adjustment Needed \$3,852.75

During the 2013-14 Budget year we have also had five CD's to mature. These were CD's that were purchased through the Edward Jones account. According to Nancy Garmroth, when these CD's were purchased, SASFAA paid a premium for them since we were able to earn a much higher interest rate. With the exception of one CD, we made money off of the CD because the premium was offset by the interest earned. And, if everything had been posted in one fiscal year it would have netted out that way. If we were accountants we probably should have expensed a prorated amount for 2012-13 instead of capitalizing like we did. But since we no longer have the CDs, my recommendation would be to change the journal entry that took the premium from each CD when it matured (currently posted as a negative amount to 07-2) and post it to 224 (creating another line under 224). You will then see the interest earned in 2013-14 in 07-2 and the expense associated with the original purchase in an expense line. The total premium paid is \$1,869.38. Below is a summary of each CD:

GE Money - \$2,000

Fiscal Year

Purchased 9/6/12		\$2,132.39
Interest 10/23/12	2012-13	\$50.14
Interest 4/23/13	2012-13	\$49.86
Interest 10/21/13	2013-14	\$50.14
Total Interest Earned		\$150.14
Interest Paid for CD		<u>-\$132.39</u>
Net Gain		\$17.75

Citibank - \$20,000

Purchased 9/6/12		\$20,497.29
Interest 1/28/13	2012-13	\$243.29
Interest 8/6/13	2013-14	\$239.34
Interest 1/21/14	2013-14	<u>\$239.34</u>
Total Interest Earned		\$721.97
Interest Paid for CD		<u>-\$497.29</u>
Net Gain		\$224.68

Discover - \$7,000

Purchased 9/6/12		\$7,319.01
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Interest 2/6/13	2012-13	\$176.44
Interest 8/6/13	2013-14	<u>\$173.56</u>
Total Interest Earned		\$350.00
Interest Paid for CD		<u>-\$319.01</u>
Net Gain		\$30.99

Rollstone - \$5,000

Purchased 9/6/12		\$5,068.70
Interest 2/12/13	2012-13	\$41.59
Interest 8/6/13	2013-14	\$40.91
Interest 2/12/14	2013-14	<u>\$41.59</u>
Total Interest Earned		\$124.09
Interest Paid for CD		<u>-\$68.70</u>
Net Gain		\$55.39

State Bank - \$50,000

Purchased 9/6/12		\$50,851.99
Interest 9/24/12	2012-13	\$378.08
Interest 3/25/13	2012-13	\$371.92
Interest 9/24/13	2013-14	\$378.08
Interest 3/20/14	2013-14	<u>\$371.92</u>
Total Interest Earned		\$1,500.00
Interest Paid for CD		<u>-\$851.99</u>
Net Gain		\$648.01

**SASF AA, Inc.
Hotel Contracts**

The Peabody Memphis – February 19-25, 2015

Room Rate: \$159.00

Tax is: 15.95%

Attrition rate: 80%

Concessions

The following concessions will be provided if 80% of the contracted room block is filled.

- One complimentary room night per 40 rooms
- One complimentary bedroom Celebrity suite
- Thirteen upgraded rooms to Club Level
- Fifteen complimentary VIP welcome amenities
- Complimentary use of the in-house fitness center and pool
- Complimentary meeting room rental with Food and beverage minimum of \$45,000
- Two complimentary VIP roundtrip airport transfers
- Two planning meeting of two days each with complimentary meeting space for 10 people
- One SASFAA Board Meeting of two days with complimentary meeting space for 20
- Complimentary use of 24-hour business center
- Complimentary guest room internet for all guest
- Discounted self-parking at \$10.00 per day
- Ten Complimentary self-parking passes
- \$5 rebate per room to the association based on 1,000 room nights
- Meeting planner points to designated by the association \$50,000 points

- 30% discount will be extended on AV
- Hotel service fee waived
- Reduced staff rate of \$109

Cancellation provisions

More than six months – less than a year - 50% damages = \$79,897.50

More than three months – less than six months – 75% damages = \$119,846.25

Within three months – 100% damages = \$159,795.00

Total liability as of June 2014: Liability charges based on individual contracts and timing \$79,897.50

Sheraton Greensboro Hotel at Four Seasons – February 5-10, 2016 - Conference

Have to meet 70% of guest room commitment - SASFAA must pay unused portion

Room Rate is \$137 per night

Tax is 12.75%

70% of 1018 guest room commitment = 712 room nights (\$97,544)

Room Rental Fee is \$25,635. This will be offered complimentary if 70% of attrition clause is met.

Exhibit Space Rental: \$225.00 per day for labor charges.

If 70% of the Room Attrition is met the following will be provided

- One complimentary room-night for every fifty occupied, revenue-producing guest room nights
- One complimentary Executive Parlor with both connecting rooms
- 10 upgraded rooms if available
- Complimentary Internet Services throughout the hotel to all hotel guest
- Complimentary Parking

Cancellation provisions

Signing date – 1096 days – one sum of \$5,000.00

1095-730 days – 25% of anticipated revenue

729-366 days – 50% of anticipated revenue

365 – 181 – 65% of anticipated revenue = \$63,404 + 25,635

180 days - 91 days - 75% of anticipated revenue = \$73,158 + \$25,635

90 days - 0 days - 100% of anticipated revenue = \$97,544 + 25,635

Total liability as of June 2014: Liability charges based on individual contracts and timing \$61,589.50

Total liability of outstanding contracts is \$141,487 as of June 30, 2014

SASFAA, Inc. Inventory as of June 30, 2013

The following items are held by the treasurer.

Sharp EL-1750V Calculator

HP Photosmart 5514 Combo print/copy/scan/web

CN1BK320Q3

The following items are held by the membership chair.

Laptop, Printer, and misc software/hardware.

MS Office XP Version 2002 – WO524342-0530-L10

MS Office 2000 – WO509336-0506

2 Port Data Transfer Switch – FIB-024-E

HP Pavilion zt1175 Laptop

Action Items:

Adjustment to 2013-14 Budget

Line Item 101 – President is over by \$1,835.26 due to the fact that the entire expense for NASFAA was expensed for 2013-14.

Line Item 224 – Explanation above related to Investment allocations.

Approval of 2014-15 Budget

Terri Parchment/Budget and Finance
Report Continued

Policy & Procedure: Changes/ Recommendations:

No recommendations

Road To Relevance: Your comments on Chapters 1-4:

Working on it.

SASFAA, Inc.
Balance Sheet
As of June 30, 2014

	Total
ASSETS	
Current Assets	
Bank Accounts	
BB&T Checking	78,236.25
BB&T Savings	77,786.21
Edward Jones-Money Market	2,500.50
Fifth Third Checking (deleted)	0.00
Fifth Third Savings (deleted)	0.00
Suntrust-Money Market	0.00
	\$
Total Bank Accounts	158,522.96
Accounts Receivable	
Accounts Receivable	0.00
	\$
Total Accounts Receivable	0.00
Other current assets	
Advisory Solutions 20/80 @ Edward Jones	387,729.28
CD-AMEX Centrn 3/19/12 1.25% (deleted)	0.00
CD-BofA 2% 5/6/13	0.00
CD-Capmark BK 7/16/12 2.65% (deleted)	0.00
CD-Citibank 2.1% 11/26/12	0.00
CD-Citibank 2.4% 1/27/14	0.00
CD-Discover 5% 8/6/13	0.00
CD-GE Money 5% 10/23/13	0.00
CD-Leaders BK 6/18/12 1.00% (deleted)	0.00
CD-Midfirst BK 7/16/12 2.60% (deleted)	0.00
CD-Rollstone 1.65% 2/12/14	0.00
CD-Sallie Mae Bank 3.25% 3/4/13	0.00
CD-State Bank 1.5% 3/24/14	0.00
Charles Schwab (NASFAA)	294,872.65
Franklin Low Duration @ Edward Jones	0.00
Short Duration-JP Morgan @ Edward Jones	0.00
Short Duration-Lord Abbett @ Edward Jones	0.00
Undeposited Funds	0.00
	\$
Total Other current assets	682,601.93
	\$
Total Current Assets	841,124.89
	\$
TOTAL ASSETS	841,124.89
LIABILITIES AND EQUITY	

Liabilities	
Total Liabilities	
Equity	
Opening Balance Equity	757,980.87
Retained Earnings	54,593.37
Net Income	28,550.65
	<u> \$</u>
Total Equity	<u>841,124.89</u>
	<u> \$</u>
TOTAL LIABILITIES AND EQUITY	841,124.89

Thursday, Jul 24, 2014 11:20:37 AM PDT GMT-5 - Accrual Basis

SASFAA, Inc.
Budget vs. Actuals: 2013-2014 Budget - FY14 P&L
July 2013 - June 2014

	Total			
	Actual	Budget	over Budget	% of Budget
Income				
01 Membership Dues	44,495.00	41,475.00	3,020.00	107.28%
02 Professional Development	61,960.00	70,400.00	-8,440.00	88.01%
03 Annual Meeting	124,764.51	116,875.00	7,889.51	106.75%
04 Vendors/Sponsors/Patrons	101,250.00	100,000.00	1,250.00	101.25%
05 Advertising		4,000.00	-4,000.00	0.00%
07 Interest Earned	1,577.27	2,000.00	-422.73	78.86%
09 Transfer from Assets		31,500.00	-31,500.00	0.00%
11 Dividends Earned	12,278.47	12,875.00	-596.53	95.37%
12 Capital Gains	3,100.92	1,000.00	2,100.92	310.09%
	<u> \$</u>	<u> \$</u>	<u> -\$</u>	
Total Income	349,426.17	380,125.00	30,698.83	91.92%
	<u> \$</u>	<u> \$</u>	<u> -\$</u>	
Gross Profit	349,426.17	380,125.00	30,698.83	91.92%
Expenses				
101 President	11,335.26	9,500.00	1,835.26	119.32%
102 President-Elect	7,554.44	8,000.00	-445.56	94.43%
103 Vice President	2,591.26	4,500.00	-1,908.74	57.58%
104 Secretary	2,099.99	3,500.00	-1,400.01	60.00%
105 Treasurer	4,397.40	5,500.00	-1,102.60	79.95%
106 Past President	5,404.68	5,725.00	-320.32	94.40%
201 Membership	3,110.97	4,000.00	-889.03	77.77%
202 Electronic Services	4,927.24	6,000.00	-1,072.76	82.12%
203 Professional Advancement	73,367.52	109,000.00	-35,632.48	67.31%
204 Communications & Outreach	1,272.99	3,000.00	-1,727.01	42.43%
205 Budget and Finance	3,431.99	4,500.00	-1,068.01	76.27%
206 Annual Meeting Program	130,157.51	138,500.00	-8,342.49	93.98%
207 Site Selection	3,329.22	3,500.00	-170.78	95.12%
210 Executive Board	35,128.99	40,000.00	-4,871.01	87.82%
211 President's Contingency	803.06	1,000.00	-196.94	80.31%
213 Advance Program Planning		500.00	-500.00	0.00%
214 Global Issues	968.87	3,000.00	-2,031.13	32.30%
215 Prior Administration Bills		500.00	-500.00	0.00%
216 Legislative Relations	6,441.23	6,500.00	-58.77	99.10%
217 Long Range Planning	1,971.75	4,000.00	-2,028.25	49.29%

218 Vendor/Sponsor	2,446.09	3,000.00	-553.91	81.54%
219 Special Projects	1,349.58	3,000.00	-1,650.42	44.99%
224 Accounting Fees and Taxes	11,610.21	5,400.00	6,210.21	215.00%
225 Online Payment Processing Fees	4,709.19	5,000.00	-290.81	94.18%
227 NASFAA Hospitality 2014	2,466.08	3,000.00	-533.92	82.20%
	\$	\$	-\$	
Total Expenses	320,875.52	380,125.00	59,249.48	84.41%
	\$	\$	\$	
Net Operating Income	28,550.65	0.00	28,550.65	
	\$	\$	\$	
Net Income	28,550.65	0.00	28,550.65	

Thursday, Jul 24, 2014 11:34:08 AM PDT GMT-5 - Accrual Basis

SASFAA Budget Historical Review

	Explanation	2014-2015 Proposal	13-14 Estimated as of 6/30/14	13-14 Approved Budget	Final 12-13	Final 11-12	Final 10-11	Final 09-10	Final 08-09	Final 07-08	Final 06-07	Final 05-06
INCOME												
Membership Dues	1223 x \$35	42,805	44,495.00	41,475.00	45,080.00	39,200.00	36,810.00	24,290.00	28,675.00	38,510.00	39,060.03	36,082.39
Professional Development	NAOW 110 x \$640 - MidLevel 50 @ \$50 - NAOW/Conference 25 @ \$50 Symp 20 @ \$250	79,150	61,960.00	70,400.00	81,956.25	85,225.00	74,645.00	65,295.00	57,625.00	77,569.00	97,770.96	100,770.95
Annual Meeting	450 x \$275	123,750	124,764.51	116,875.00	123,373.91	121,250.00	115,200.00	86,200.00	90,505.00	132,015.00	154,734.70	141,664.29
Vendor/Sponsors/Patrons		96,000	101,250.00	100,000.00	101,731.25	62,854.40	54,019.95	52,447.78	78,451.67	131,165.00	148,211.57	179,757.01
Advertising		4,000		4,000.00	4,143.75	16,270.60	18,630.05	17,452.22	25,547.33	30,380.00	46,540.00	52,035.63
Interest Income		1,500	1,577.27	2,000.00	2,765.76	4,790.51	8,632.98	14,277.92	26,507.81	30,190.52	28,868.03	22,170.47
Miscellaneous Income					6,222.27	2,158.33	2,217.00	0.28	7,638.33	3,480.07	12,809.69	2,042.19
Transfer from Assets		48,645		31,500.00	0.00		0.00				-	-
Dividends Earned		12,875	12,278.47	12,875.00	9,237.72	3,060.87						
Deposit of Funds from Reserve											-	25,000.00
Tax Refund						\$10,970.21						
Capital Gains		1,000	3,100.92	1,000.00	1,121.81	1,469.74						
Total Income		409,725	349,426.17	380,125.00	375,632.72	347,249.66	310,154.98	259,963.20	314,950.14	443,309.59	527,994.98	559,522.93
EXPENSES												
President		9,500	11,335.26	9,500.00	4,374.00	7,522.95	6,190.84	7,571.80	12,631.30	9,498.09	9,067.71	8,993.60
President-Elect		8,000	7,554.44	8,000.00	4,981.60	5,333.20	5,560.91	7,314.43	9,511.35	10,474.96	8,310.74	4,587.03
Vice President		4,500	2,591.26	4,500.00	2,070.94	3,063.83	2,061.37	1,609.27	2,341.95	2,860.76	4,332.57	1,182.25
Secretary		3,500	2,099.99	3,500.00	1,455.95	2,618.75	2,243.63	4,104.82	4,391.53	4,029.53	3,437.73	3,164.79
Treasurer		5,500	4,397.40	5,500.00	4,209.00	3,709.72	2,268.82	2,429.03	4,679.08	2,784.85	4,530.32	5,713.33
Past President		5,725	5,404.68	5,725.00	7,092.24	5,865.65	5,228.75	8,366.59	7,400.59	7,306.88	6,714.89	2,717.20
Membership		4,000	3,110.97	4,000.00		2,013.92	2,998.74	3,075.57	4,188.35	5,664.42	3,131.80	2,915.67
Electronic Services		6,000	4,927.24	6,000.00	5,095.02	8,197.48	7,911.70	9,430.02				

Computer Hardware/Software									-	-	710.80	437.74
Purchase of CD									-	-	-	25,000.00
Leadership Development									-	-	5,049.99	-
Accounting Fees and Taxes	Also includes advisory fees for investments	4,000	11,610.21	5,400.00	5,401.50	4,871.51	3,560.00	4,441.00	3,477.00	7,175.67	18,107.87	
Contractual Obligations ***							-2,838.94	41,343.17				
Online Payment Processing Fees		5,000	4,709.19	5,000.00	3,840.42	3,061.23	2,071.61	1,829.25	1,904.27	2,407.01	-	-
NASFAA Hospitality 2014	\$3000 for NASFAA Hosp - Chgd to 13-14		2,466.08	3,000.00								
Sub-total Expense		409,725	320,875.52	380,125.00	278,785.91	234,811.02	204,123.69	385,015.13	380,145.01	530,106.78	514,837.57	457,053.67
Net Income		0	28,550.65	0.00	96,846.81	112,438.64	106,031.29	(125,051.93)	(65,194.87)	(86,797.19)	13,157.41	102,469.26
Holdings as of June 30												
Checking			78,236.25		59,072.57	54,728.45	78,724.23	21,325.94	4,758.97	21,408.63	20,605.40	
Savings			77,786.21		77,747.33	37,036.64	86,187.53	22,472.80	63,859.85	65,499.39	150,509.91	
Investments			685,102.43		675,594.86	620,036.50	443,808.82	452,941.62	555,000.00	600,000.00	600,000.00	525,000.00
Total Assets			841,124.89		812,414.76	711,801.59	608,720.58	496,740.36	623,618.82	686,908.02	771,115.31	525,000.00
Additional Information												
Membership			1257		1112	1133	1065	933	1213	1582	1591	1573
Conference Numbers			528		579	495	475	361	412	690	918	867
Conference City			Jacksonville FL		Atlanta GA	Greensboro NC	Jacksonville FL	Louisville KY	Mrytle Beach SC	Crystal City VA	Nashville TN	Greensboro NC
President			Zita Barree		Jeff Dennis	Brad Barnett	Sandy Neel	Keith Reeves	Heather Boutell	Lisanne Masterson	Brent Tener	Guy Gibbs
Treasurer			Amy Moser		Nancy Garmroth	Nancy Garmroth	Jeff Dennis	Jeff Dennis	Terri Parchment	Terri Parchment	Heather Boutell	Heather Boutell



Southern Association of Student Financial Aid Administrators
Jody Darby / Communications and Outreach Chair
Summer meeting – July 26, 2014

Summary of Activity: (since July 1)

Posted to SASFAA Nine News

- TG – default management and banking
- SASFAA & Facebook – A Great Pair!
- Photo of SASFAA state Presidents at NASFAA
- Nelnet Training – July/August 2014
-

Posted to Facebook

- Various posts
- Posts/links to increase Facebook ‘likes’

Posted to Listserv

- Message to increase blog and Facebook page engagement
 - o Also sent to state presidents for them to share with their state lists as well.

Action Items:

n/a

Policy & Procedure: Changes/ Recommendations:

n/a

Road To Relevance: Your comments on Chapters 1-4:

Excellent material. Great information. ☺



Southern Association of Student Financial Aid Administrators
Chris Tolson/Chair, Conference Committee

Summary of Activity:

- Worked with the President to select a theme; “Uncovering our Purpose, Power and Passion” will be used as the conference theme and throughout the year.
- With guidance and consultation with the President the conference committee and chair of local arrangements has been selected.
- Reviewed information and survey results passed along from last year’s conference chair.
- Worked with individuals from Inceptia and KHEAA to design a logo.
- Met with budget committee to discuss aspects of the conference budget line item.
- Prepared and planned for an in-person conference committee meeting to be held at the Peabody Hotel, Memphis, TN site of the 2015 SASFAA Annual Conference.

Action Items:

Committee members will be submitted for approval under new business.

Policy & Procedure: Changes/ Recommendations:

None at this time.

Road To Relevance: Your comments on Chapters 1-4:

Unfortunately, I have not met the goal of reading these chapters prior to writing my report; however, I will participate in discussion during our meeting.



Southern Association of Student Financial Aid Administrators
Angela Black/Electronic Services Committee Chair
Executive Board Report/July 26, 2014

Summary of Activity:

The Electronic Services Committee has completed the following tasks since the June transition meeting:

- Completed a comprehensive web page and data load as a precautionary measure in preparation for website upgrade
- Implemented functional site map on the website and finalized the relocation of documents from the previous non-functional site map page
- Continued web enhancements and page updates for consistency between pages, page names, layout and theme
- Created new leadership web pages for the 14-15 executive board and each committee
- Updated state web pages to reference current information
- Collaborated with membership chair and treasurer in preparation for the start of the new membership year and made associated application and setting updates
- Applied updates to database security settings for leadership transition
- Addressed an issue with Wild Apricot technical support regarding the system duplication of a membership renewal email issued on July 12, 2014

Action Items:

The Electronic Services Committee Chair seeks approval to utilize the following volunteers on the 2014-2015 Electronic Services Committee:

- Heather Boutell
- Ken Cole
- Kevin Delp
- Charlie Rademaker

Accompanying this report is an excel spreadsheet that contains the detailed demographic information requested.

Policy & Procedure: Changes/ Recommendations:

To address an inaccurate web link and reference to documents accessible on the SASFAA website, the Electronic Services Committee Chair recommends that Appendix C of the SASFAA P&P be updated as follows:

The following documents are maintained by the SASFAA Secretary and ~~can~~ may be referenced on the SASFAA website, at http://www.sasfaa.org/docs/toe_about.html if deemed applicable to current policies and procedures.

The Road To Relevance: Your comments on Chapters 1-4:

The Electronic Services Committee Chair has not yet completed the entire reading assignment as of this report submission on 7/14/14. The Chair will ensure this task is completed prior to the start of the board meeting on 7/26/14.



Southern Association of Student Financial Aid Administrators
Joan Bailey – Chair Global Issues Committee
Executive Board Report July 2014

Summary of Activity:

I reviewed the policy and procedure documents to determine first course of action and where to begin the year's activities. As soon as committee members are approved I will be facilitating a conference call to discuss the contributions that each member can make and what will be our goals and objectives for the year and how do we successfully accomplish those.

Action Items:

Submission of Global Issues Committee members for approval by the executive board; separate listing will be provided at the board meeting.

Policy & Procedure: Changes/ Recommendations:

No recommendations at this time.

Road To Relevance: Your comments on Chapters 1-4:

I have not had to chance to read these chapters yet but will do so before the meeting and provide an update.



Southern Association of Student Financial Aid Administrators
Sharon Oliver/Legislative Relations
Executive Board Report/July 14, 2014

Summary of Activity:

1. Requested legislative websites, listserv, links from previous chairperson.
2. Committee members have been selected representing eight states which includes volunteers who appeared on the SASFAA Volunteer List. There are twelve (12) committee members with representatives from all states except Tennessee. We will invite the Tennessee Legislative Representative to join the committee.
3. The state legislative representatives were appointed to the committee to provide feedback from each state regarding legislative changes.
4. Notified committee members to pay SASFAA Dues by July 25, 2014. Received confirmation that eight members have paid. Follow up will be appropriately performed with the other members to pay before the board meeting.
5. A conference call will be held in August with the Legislative Relations Committee.

Action Items:

Budget increase for President, President-Elect, Chairperson, and State Representatives to attend Congressional Hill visits.

Policy & Procedure: Changes/ Recommendations:

Road To Relevance: Your comments on Chapters 1-4:



Southern Association of Student Financial Aid Administrators
Nancy T. Garmroth/Membership Chair
2014-2015 Membership Committee Report – July 26, 2014

Summary of Activity:

- Established committee. Need representative from Alabama and Kentucky.
- Worked with Angie Black to update information on website, membership application questions and email verbiage.
- Reviewed 2013-2014 membership numbers in Wild Apricot, Quickbooks and on the Income Report.
- Updated membership status for 91 summer 2014 NAOW participants.
- Sent first reminder email to membership.

Action Items:

- None

Policy & Procedure: Changes/ Recommendations:

- None

Road To Relevance: Your comments on Chapters 1-4:

- Wish I had time to read it – will catch up.



Southern Association of Student Financial Aid Administrators
Tracy Misner/Site Selection
Executive Board Report/July 26, 2014

Summary of Activity:

Finding locations for the November 2014 board meeting, 2015 Transition Meeting, November 2014 Leadership symposium.
Preliminary proposals received for the 2017 Annual Conference.
Handling arrangements for the July 2014 Board Meeting in Memphis.
Working with the Memphis Peabody on a contract addendum. This is for additional rooms for the 2015 annual conference contract.

Action Items:

Contract approval for the Embassy Suites Fort Lauderdale – November 2014 board meeting.
Approval for contract addendum.
Approval of committee members.

Policy & Procedure: Changes/ Recommendations:

None

Road To Relevance: Your comments on Chapters 1-4:

Associations need to become more relevant. They are very good about doing the same old...same old and need to think outside of the “what is normal” box. Status quo is not the end goal. Associations need to identify their strengths and build upon them. Focus on increasing value to the membership. Keep things fresh. Do not be a “stale” association.



Southern Association of Student Financial Aid Administrators
 Janet Norwicki/Sponsorship Chair
 Executive Board Report 7/26/14

Drayage Function	Fern Services Proposed	Price	Hicks Services Proposed	Price
Floor Plan	Free Floor plan designs for a reasonable number	N/C	2 Free Floor plan designs Each additional floor plan design	N/C \$75 each
Exhibit Booths	Each booth will contain:	\$75.00	Each booth will contain:	\$50.00
	1 6ft topped & skirted table	\$3,000.00	1 6ft topped & skirted table	\$2,000.00
	2 black folding chairs		2 black folding chairs	
	1 Vendor ID sign		1 Vendor ID sign	
	1 wastebasket w/liner		1 wastebasket w/liner	
	Estimate 8 X 8 or 10 x 10 pipe & draped booths		Estimate 37 8 X 8 pipe & draped booths	
	no booth minimum noted		30 booth minimum	
Entrance Unit	Price includes full color graphics, help with layout, set up and dismantle	\$850.00	Free, however SASFAA would be pay for the graphics.	N/C
			The quote for the graphics would be made once the design docs are sent. (I did send them copies of this year's units to see if they could get me a quote)	?????
Cleaning	None. They empty small trash cans, Peabody cleans large ones		Charge to each sponsor for booth cleaning. No mention of cleaning charges before or after to general area.	
Material Handling	500lbs	N/C	charged to each sponsor	
	After that standard rates, less 25%. Standard for UPS & FedEx are \$77 per lb.	\$61 per lb.		
Registration Tables				
	1 reg counter at no charge. Includes a rear draped work table, 2 gas lift chairs, and		Reg counter includes booth, chair(s)	\$100 ea.

	wastebasket.			
	Free custom headers (1)		Custom Headers available	\$75 ea.
	2nd counter \$200 includes the graphics. This is discounted from Standard \$395 charge per counter.			
Masking Drape	First 100 linear ft.-Free sizes range from 3' to 16' and charges are \$1.00 to \$8.00 respectively		8' high at \$2.50 per running foot.	
Exhibitor Service Manuals	available Must provide list of booths 90 day prior to event with regular updates as needed	N/C	Has one. Will create once we are signed on.	
Insurance	Fern carries their own insurance		no mention	
Cancellation of Event	Reimbursed for all costs incurred up to the time of cancellation		No fee as long as there is a 48 hour notice	
Payment Terms	SASF AA will be invoiced 30 days prior. Payment due 14 days from date of invoice. Service charge of .0575% per day late fee. Taxes apply.		50% down payment required 2 weeks prior to the show. Remainder due at time of installation. Finance charge of 1.5% per month if not paid on time.	
Setup & Breakdown	Set-up Feb 22, 2015		Set-up Feb 22, 2015 7am-12noon	
	Teardown Feb 24, 2015 4pm-????		Teardown Feb 24, 2015 4pm-????	
	Service Desk provided-no charge for personnel provided		Delivery & pick up Charge	\$75.00
			Overtime labor charge for Sunday set-up	\$370.00
			Setup Supervisor available during set up and tear down. Additional fee of \$30 per hr. per man (4 hr. minim) for crew to man the service desk	
			Any overtime will 20% additional charge	???
Other	Show Mgmt. discounts for each sponsor: 50% Traditional Furniture and accessories, 20% Custom, 25% signs and graphics, 25% displays and accessories, 14% labor/equip and 10% Floral		Hicks needs exact number of booths two weeks prior to the date of set-up	



Southern Association of Student Financial Aid Administrators
Lenny Akins/Resource Partners Liaison
Executive Board Report/July 18, 2014

Summary of Activity:

Received webinar information from Nelnet to be posted on the SASFAA Listserv.

Action Items:

None

Policy & Procedure: Changes/ Recommendations:

No recommendations

Road To Relevance: Your comments on Chapters 1-4:

I have read Chapter 1-2. Have not had a chance to read chapter 3-4.



Southern Association of Student Financial Aid Administrators
Sandra Neel, Long Range Plan Chair
Executive Board Report/July 26, 2014

Summary of Activity:

- Contacted members to serve on the Long Rangel Plan Committee
- Reviewed the current Long Range Plan
- Reviewed Section 6.10 Long Range Plan of the Policy and Procedure Manuel
- Gathered LRPs from EASF AA, RMASFAA and MASFAA

Action Items:

Approve Committee Members

Policy & Procedure: Changes/ Recommendations:

Section 6.10- Last paragraph need to read “Adopted February 1996, revised June 2006 and revised/adopted February 2011”

Road To Relevance: Your comments on Chapters 1-4:

The first few chapters in the book talk about the size of a Board, Committees and the “value” of the organization or at least the services we provide.

I think it is time for SASFAA to review each committee to see if the Committee has true defined roles and are not just on the Board because they have always been there. I think many times we just follow the way it has always been done and not look outside the box to see if there is a better way. Are we really doing things to accomplish a true defined goal or just trying to meet the standards of GAP report?



Southern Association of Student Financial Aid Administrators
Sarah Dowd/State Presidents' Ad Hoc Committee
Executive Board Report/July 15, 2014

Summary of Activity:

Met with State Presidents to organize and begin discussion of items for consideration. The state presidents will meet again on July 25th at 4pm. Proposed agenda items include reciprocal state visits, regional SASFAA trainings in cooperation with states, NASFAA credentialing partnerships with SASFAA

Action Items:

None at this time.

Policy & Procedure: Changes/ Recommendations:

None at this time.

Road To Relevance: Your comments on Chapters 1-4:

I think chapters 2 and 3 provide the guidance SASFAA needs right now to identify our assets and strengths so that we can begin to formulate strategies for success in the goals we set in June.

ATTACHMENT B



Southern Association of Student Financial Aid Administrators
 Celena Tulloss/Tennessee State President
 Executive Board Report/July 26, 2014

Summary of Activity: The TASFAA Executive Board and committee chairs held their annual transition meeting on June 2-3 in Murfreesboro, TN. The first official meeting of the 2014-2015 year will be held on July 29. This year's board is comprised of a good mix of public, private, technical, proprietary and community college representatives, as well as resource partners. The TASFAA theme for 2014-2015 is "TASFAA: We Are Family" and this diverse group hopes to show how we can all work together to make our jobs easier and do the best to serve our students.

President	Celena Tulloss	University of Tennessee
Past President/Assoc Governance	Jeff Gerkin	University of Tennessee
President Elect	Dick Smelser	Pellissippi State CC
Secretary	Melissa Smith	Vanderbilt
Treasurer	Lester McKenzie	Tennessee Tech
At Large Rep	Karen Hauser	Vanderbilt
Private 4 Year Rep	Tiffany Summers	Lipscomb
Public 4 Year Rep	Tanaka Vercher	Tennessee State University
Public 2 Year Rep	Joe Myers	Motlow State CC
TCAT Rep	Kara Vanhoy	TCAT Crossville
Proprietary Rep	Debra Stratman	Miller-Motte Technical College
Awards	Cherry Johnson	Columbia State CC
Budget and Finance	Cara Suhr	TCAT Nashville
Conference Chair/FA Awareness	Leah Louallen	TSAC
Diversity	Willie Thomas	Chattanooga State CC
Electronic Services	Wes Armstrong	Northeast State CC
Governmental Relations	Ron Gambill	Edsouth
Historical	Jan Lassiter	Edsouth
Long Range Strategic Plan	Brent Tener	Vanderbilt
Membership	Terri Parchment	TSAC
Mentoring	Charles Harper	Belmont
Public Relations/Blog	Bryan Erslan	Lincoln Memorial University
Site Selection	Sonja McMullen	Sallie Mae
Sponsorship	Sandra Rockett	Dyersburg State CC
State Programs	Tim Phelps	TSAC
Training	Larry Rector	Johnson University

Celena Tulloss/Tennessee State President
Report Continued

The TASFAA Fall Training Series is currently in the planning stages and dates/locations have not yet been selected. The training will be held across the state, in each of the three major regions; east, west and middle Tennessee. TASFAA is also working to have our Training Committee Chair, Larry Rector, and possibly other TASFAA trainers credentialed by NASFAA.

Tennessee was proud to serve as host for the 2014 NASFAA conference, with several TASFAA members serving in key roles. Brent Tener of Vanderbilt served as the 2014 Conference Chair; Karen Hauser of Vanderbilt was the Local Arrangements Committee Chair, and many, many other TASFAA and SASFAA members served as volunteers at packet stuffing, registration, the information booth, the SASFAA/TASFAA hospitality suite and the commuter suite at the Music City Center.

Action Items: None

Policy & Procedure: Changes/ Recommendations: None

Road to Relevance: Your comments on Chapters 1-4: Value expectations, do our members feel like they are getting a good value from their dues? Do we need to reevaluate our reserves and when/how they will be used?



Southern Association of Student Financial Aid Administrators
Stephanie Miller/Alabama State President
Executive Board Report/July 2014

Summary of Activity:

On July 10 – 11, 2014, AASF AA held the Transition Meeting at Jacksonville State University. We began the meeting on Thursday afternoon with the final 2013-2014 Executive Board Meeting and transition of the new board and committee chair. The night ended with dinner, team building activities and much laughter. Everyone was invited to stay at the residence hall on campus. On Friday we began reviewing our goals for the upcoming year. Our primary focus in addition to AASF AA’s Mission, “AASF AA’s mission is to provide an association which promotes the professional growth and collaboration of its members, and address the needs of students, families, and institutions in matters related to financial and information resources.” The meeting was very successful with a wealth of knowledge gained by everyone.

At the NASFAA Conference, the AASF AA membership was invited to “get together” for dinner at Puckett’s. Several members were able to attend. Stephanie Miller attended the State and Regional President’s Breakfast during the conference.

Action Items:

To discuss the State President “swap.”

To discuss SASFAA’s use of the NASFAA Core.

Policy & Procedure: Changes/ Recommendations: N/A

Road To Relevance: Your comments on Chapters 1-4:

As I began reading this book, I came to realize that this book does not just apply to associations and leadership. It can be applied to your everyday life. There were several items that really resonated with me and made me want to ask the members and potential members of AASF AA - What does AASF AA do/provide that adds value? Why do members stay or join AASF AA? What is the first work that comes to mind when you think of AASF AA? How do you describe AASF AA? The concept of focused services to create a stronger future, made me realize that offering more is not always best. Finding what we do, based on the answers to the questions above, should be our focus. Maybe AASF AA needs to find the main services that we do well and make it better by using our strengths in as the focus rather than branching out in a variety of directions.



Southern Association of Student Financial Aid Administrators
Stephanie Watson/Florida State President
Executive Board Report / 07-26-2014

Summary of Activity:

The FASFAA 2014-15 Executive Board held its transition meeting on Wednesday, July 9th – Friday, July 11th at the Hilton Singer Island, West Palm Beach, Florida. We had a total of twenty-one board members present. Our theme for the upcoming year is “Reshaping Tomorrow’s Leaders, Today. The Board decided on four areas of focus this year to include improvements to leadership succession planning, updating website and membership management software, reevaluation of financial accounts, and streamlining organizational training endeavors. We completed logic models that depicted the objectives, inputs, outputs, and outcomes for each goal. Moving forward, the training committee will be organizing region workshops and a clock-hour workshop in October and early November.

Action Items:

None

Policy & Procedure: Changes/ Recommendations:

None

Road To Relevance: Your comments on Chapters 1-4:

Associations have become complacent in delivering the same goods and services to members year after year; engaging in the old “normal”. Every leadership team has a different endeavor that becomes another failed attempt at piecemeal association transformation. To be successful, we must rethink the way we deliver goods and services to our members and ensure that we are providing value for the cost of membership; ultimately, ensuring relevance. In the new normal environment of association governance, leaders must build on the association’s strengths to gain competitive advantages over other associations, to add value to membership, and to respond to the challenge of doing more with less. To evaluate the association’s strengths, leaders must develop a comprehensive list of assets, resources, capabilities, and intangibles. The association must not fall into the trap of attempting to fix weaknesses, as problem solving and short-term fixes lead to normalcy. If the true goal of the association is to become more relevant, strengths and opportunities must be matched. Association leaders must be deliberate at focusing energy and activities on a central point. When energy is focused on fewer more meaningful goods and services, the association’s competitive advantage will be improved; therefore, increasing the ability to provide key benefits to members.



Southern Association of Student Financial Aid Administrators
Susan Smith Georgia State President
Executive Board Report 07/17/2014

Summary of Activity:

The GASFAA Board began the 2014-2015 year with a retreat on July 9th and 10th at the Lake Lanier Islands Resort in Buford, GA. The new GASFAA Board generated ideas for the upcoming year, approved a budget, decided to survey the association for ideas on training and selected committee members.

2014-2015 GASFAA Board

President	Susan Smith, University of North Georgia
President-Elect	Sarah Baumhoff, Kennesaw State University
Past-President	Cathy Crawley, Georgia College & State University
VP for Program	Felicia Ailster, Georgia Perimeter College
VP for Professional Development	Pat Barton, Clayton State University
Secretary	Kimberly Morris, Southern Crescent Technical College
Treasurer	Jody Darby, Chattahoochee Technical College
Treasurer-Elect	Amber Singletary, Georgia Southern University
Budget & Finance Chair	Pennie Strong, Georgia Student Finance Commission
Communications/Technology Chair	Mitchell Fagler, Southeastern Technical College
Diversity & Community Action Chair	Janie Balte, University of West Georgia
Leadership Development Chair	Wanda Hicks, Athens Technical College
Legislative Affairs Chair	Philip Hawkins, University of West Georgia
Vendor/Sponsor Chair	Stephen Andersen, Georgia Northwestern Technical College

Action Items: None

Policy & Procedure: Changes/ Recommendations: None

Road To Relevance: Your comments on Chapters 1-4:



Southern Association of Student Financial Aid Administrators
Kristie Hughes/Kentucky State President
Executive Board Report/July 26, 2014

Summary of Activity:

The KASFAA Executive Board and committee chairs for 2013-14 held their last board meeting for the fiscal year in conjunction with the transition meeting for the new 2014-15 Executive Board and committee chairs on June 12-13 in Bardstown, Kentucky. Twenty-nine members were present for the board and transition meetings, including 7 new board and committee chairs for 2014-15. The transition meeting focused on the responsibilities and expectations of the various roles within KASFAA, as well as a review of the KASFAA Policies and Procedures and Long Range Plan. Time for team building and getting to know each other was set aside and the new board and committee members worked on goal setting for the 2014-15 year. Goals for the upcoming year include increasing our membership and conference attendance, as well as offering effective training, leadership development and mentorship opportunities for the membership. We also have plans for a membership survey and a thorough review of the goals and metrics for success of the KASFAA Long Range Plan.

The first 2014-15 Executive Board meeting and fall conference/program planning meeting took place on July 10-11 in Louisville, Kentucky. Funding for travel was included in the tentative budget approved by the board for two members of KASFAA to attend the SASFAA Leadership Symposium. Ideas for membership and conference attendance drives for 2014-15 were discussed, including ways that we can encourage prior members to renew and to educate others throughout the state of the benefits of being a member of KASFAA. We also hope to utilize our social media presence, as well as other cost-effective avenues, to communicate with and keep our membership informed and excited about the upcoming training opportunities KASFAA has to offer. The fall 2014 conference will take place on October 15-17 at the Crowne Plaza Louisville Airport and will include several special guests, such as current NASFAA Chair, Eileen O'Leary, SASFAA Past-President, Zita Barree, and Federal Trainer, David Bartnicki.

Action Items: None

Policy & Procedure: Changes/ Recommendations: None

Road To Relevance: Your comments on Chapters 1-4:

One of the main goals of an association must be to provide competitive value for our membership. What are we offering our membership? What are we accomplishing as an organization? Are we flexible enough to adjust to the "new normal?" We cannot just continue on the road of complacency, following the 'this is the way it's always been done' model. A deeper assessment of our strengths as an organization, as well as a more directed and simplified approach to capitalizing on those strengths is necessary. The idea that we should focus on a few goals or priorities, rather than trying to do too much really hit home for me. In a moment of clarity, the realization that it is better to do a select few things really well, than to just do several mediocre things, helped to hone my personal goals for this year. While we may be eager to look for opportunities for improvement in many areas, we must be careful to recognize and evaluate our assets, resources, capabilities and intangibles. With this analysis, we must then develop a strategy to focus and concentrate our resources to be a successful and vital organization. For KASFAA, a review of our LRP and a membership survey are two ways that we are trying to assess and streamline our goals and our focus moving forward.



Southern Association of Student Financial Aid Administrators
 Carrie Cooper / Mississippi State President
 Executive Board Report/July 2014

Summary of Activity:

MASFAA hosted our 2014 Spring Annual Conference at the Natchez Grand Hotel and Convention Center in Natchez, MS, May 14-16. The theme of the conference was Charting the Course of Financial Aid for the Future and was a great conference. We had a few guest presenters including Rick Renshaw from the Department of Education and Zita Barree SASFAA president and we also elected our 2014-2015 MASFAA Board.

President	Carrie Cooper
Past-President	Greg Windham
Vice President	Alex Washington
President Elect	Nicole Patrick
Secretary	Leslie Smith
Treasurer	Steven Taranto
Member at Large	Katie Tompkins
Directors	Jennifer Rogers Marilyn James Laura Diven-Brown

The new board was given their goal, planning and budgeting sheet for the new year at the conference to start the planning process. Carrie Cooper attended the NASFAA Conference in June and had an opportunity to meet with a number of SASFAA leaders current and past to get great planning ideas for the 2014-2015 year. At the Conference, I attended the NASFAA State and Regional Presidents breakfast where we were presented with a number of ideas for our State organizations.

Action Items:

The MASFAA transition meeting will be held at the Pearl River Resort on July 10-11, 2014. The new Board has already started the planning process for our year. Carrie Cooper will be presenting the theme “Turning the Tides of MASFAA”. As a board we know that MASFAA needs a number of changes to ensure the organization continues to meet the needs of our members and the mission of the organization.

Policy & Procedure: Changes/ Recommendations:

NA

Road To Relevance: Your comments on Chapters 1-4:

In the book it states that associations fail to fully exploit their strength, therefore drift away from their core assets. This usually leads an organization down a route that they are ill suited to perform which leads to failure or ineffectiveness. It is important for an organization to focus on their strength for many reasons but most importantly to compete, add member value, and to respond to the “do more with less” challenge. I feel that a number of our organizations are looking at their strengths but are moving away from our mission or our core business, which should be training.

I feel like the book has given me, as a leader in MASFAA, a platform to actually start reevaluating our organization and its effectiveness for our members.



Southern Association of Student Financial Aid Administrators
Cathy Shell, North Carolina President
July 7, 2014

Summary of Activity:

Board transition and first 2014-15 executive board meeting will be held July 13-15 at the Crowne Plaza resort in Asheville, NC, which is the location of our fall conference. Our agenda includes individual transition meetings, goal setting for 2014-15, review of roles and expectations of board members, etc.

The theme for NCASFAA for 2014-15 is *“Be the Bridge”: Turning Challenges into Opportunities for the Students We Serve”*

Action Items:

None

Policy & Procedure: Changes/ Recommendations:

None

Road To Relevance: Your comments on Chapters 1-4:

The “value expectations” section in Chapter 1 reinforced for me the importance of offering quality training to our members rather than recycling sessions from one conference to another. With school budgets remaining tight, it is imperative that both state and regional associations offer their members a quality conference and webinars to support them in their work.

The concept of thoughtful, purposeful, deliberate, and strategic planning rather than “this is how we’ve always done it” struck a chord with me.

I liked the four “bucket” method for identifying and evaluating an association’s strengths.

Reducing the number of standing committees and moving to a project specific, time limited task force certainly seems not only more efficient, but would result in actual accomplishments.



South Carolina Association of Student Financial Aid Administrators
 State President's Report
 SASFAA Board Meeting July 2014
 Submitted by Kenneth Cole, 2014-2015 SCASFAA President

Summary of Activities:

SCASFAA's 2014-2015 Board Members are as follows:

OFFICERS	Standing/NS	MEMBER
President		Kenneth Cole
Past-President/Nominations & Elections	S	Katie Harrison
President-Elect/Special Projects	NS	Elizabeth Milam
Vice President/Professional Development	S	Carolyn Sparks
Secretary/By-Laws	S	Kevin Delp
Treasurer/Budget	S	Melanie Gillespie
Member-At-Large/Membership	S	Allison Keck
Treasurer-Elect		Earl Mayo
COMMITTEES		
Advisory Committee to CHE	NS	Violette Hunter
Program	S	Jennifer Williams
Communications	NS	Deborah Williams
Consumer Relations	NS	Josephine Brown
Counselor Relations	NS	April Baur
Electronic Services	NS	Reed Allison
Financial Planning Committee	NS	Nancy Garmroth
Global Issues	NS	Donna Quick
Legislative Relations	S	Jenny Beakley
ListServe	NS	unassigned
Long Range Planning	S	Kevin Perry
Peer Support Network	NS	unassigned
Research	NS	unassigned
Site Selection	NS	Casey Wallen
Sponsorship	NS	Nikki Miller
LIAISONS		
Loan Agency Liaison	NS	Chuck Sanders
State Agency Liaison	NS	unassigned

Theme:

SCASFAA's 2014-2015 "Theme" is "SCASFAA Champions- Get in the Zone", using a Golf theme in relation to our conference location and emphasizing how each Financial Aid Professional is a champion in many ways.

Action Items:

Board Meeting:

SCASFAA's Executive Board held its first meeting on June 20th following the Transitional meeting at the Embassy Suites Greenville Golf Resort and Conference Center.

The following new business was approved at this meeting:

Peer Support assigned to Member-at-Large and Membership Committee

A Credit Card was approved for the Chair of the Conference Committee

SCASFAA will purchase the NASFAA CORE materials to provide credential training for its members.

Chair-Elect positions are being implemented for the following committees:

Global Issues, Counselor Relations, Consumer Relations, and Program Committee

Must be approved by President-Elect

Officer and Committee Chair annual goals:

Past-President/Nominations and Elections

To present a dual slate of candidates

Will use Election Buddy for voting

Adding two new questions to Membership on Wild Apricot inquiring about interest in serving as a Committee Chair or elected official.

Vice-President/Professional Development

Training theme will be "SCASFAA Master's Series – NASFAA Credentials, SCASFAA Quality"

New Aid and Intermediate Officers Workshop is being planned for October or November.

Intermediate Officers Workshop will offer 1 or 2 NASFAA Credentials.

Leadership Symposium in February will be Director Level

President-Elect/Special Projects

Will develop a "Train the Trainers" event to attain NASFAA Credentials for Professional Development Trainers.

Secretary/By-Laws:

By-Laws will be reviewed for any necessary changes or corrections

Minutes will be updated and posted to website

Archives will be reviewed and purged.

Treasurer/Budget:

Budget meeting was held July 8th

The decisions in that meeting included:

Allotting \$1000 to Professional Development for 2 attendees of SASFAA Leadership.

Allotting \$1000 to Professional Development for purchase of CORE

Addition of Ad Hoc/Liaisons Expenses budget line, \$200, to cover travel costs

Conference Registration Fees: \$195, day rate of \$100

New Aid Officer's Workshop: \$75

Leadership Symposium: \$50

Treasurer-Elect:

Will not be attending NASFAA Leadership, as he has gone before

Advisory to SC Commission on Higher Education:

CHE will provide increased training at Conferences and other Professional Development events.

Developing Public Service Announcements for College Goal South Carolina SC ETV.

CHE is working with legislators in developing a possible Year Round LIFE Scholarship.

Communications/List Serve

Committee will be investigating the cost and feasibility of recreating the list-serve

Communications Committee will send reminders to members about how to get information posted to Blog, Facebook and E-mail.

Consumer Relations:

Will improve upon Consumer Information website

Will develop a SCASFAA provided PPT for Financial Aid High School nights

Will develop a brochure of Financial Aid Information for students

Counselor Relations:

Will not be providing National Training for Counselors and Mentors.

Will instead offer to present at State Counselor's Association conferences.
Will work with Consumer Relations to update the web information

Electronic Services:

Improve navigation of website and add additional functionality
Move more information to Members Only section
Add a Forms and Policies Bank for members
Work with Budget Committee to evaluate feasibility of using Pay Pal
Work with other committee members to improve website

Financial Planning:

Continue investment, auditing and advising on financial matters
Provide recommendations on minimum operating expenses

Global Issues:

Theme for this year is "SCASF AA Women's Open – Global Issues affecting Professional Women"
Present issues and relate them to financial aid office duties
Focus on Women's Issues as annual topic

Legislative Relations:

Chair will sit on SASFAA committee
Provide regular legislative updates

Loan Agency Liaison:

Guarantee Agencies will have a funding cut that will affect services they can provide
Teacher Loans will have a funding cut
Many agencies are expanding their Default Prevention services

Long Range Planning:

Will keep board members on track with their responsibilities
Reminded President and Secretary of need to review and purge Archives

Program Chair:

Conference is April 12th-15th at Greenville Embassy Suites Golf Resort and Conference Center.
These are same dates as NCASF AA and Banner Conferences
We will work with NCASF AA to try to make it possible for sponsors to attend both
Conference theme is "SCASF AA Championship", combining golf motifs with intensive training
Charity will be a local charity raising funds for cancer treatment/research.
Will attempt to include a NASFAA Credentials training track in Conference Program
David Bartnicki will present Federal Update. NASFAA is sending a legislative specialist.

Site Selection

50th Anniversary will be in 2015-2016. Presently researching Myrtle Beach locations.
For 2016-2017 looking at Charleston and Columbia.

Sponsorship

No changes in pricing structure
Will have Sponsors on committee this year



Southern Association of Student Financial Aid Administrators
Tarik Boyd/ Virginia State President
Executive Board Report 7/26/14

Summary of Activity: VASFAA held our 14/15 Transition meeting on 6/22-6/24 at Wintergreen Resort in Roseland, VA. We had 25 attendees including the executive board and committee chairs. During this meeting Ashley was able to wrap up her year as 13/14 president and we transitioned into the 14/15 year where the theme is “collaborating to create the perfect recipe for success”, the ingredients to this recipe includes our federal government, state government, institutions, and development partners. We were able to accomplish plenty while approving a budget for the 14/15 year. The VASFAA board will focus on new membership ideas and interacting more with the membership for active involvement.



Our next professional development event will be in early October, a one day workshop at Liberty University which has historically included state and federal updates along with 2 interest sessions. We will also have our next executive board meeting at that time.

Action Items: N/A

Policy & Procedure: Changes/ Recommendations: N/A

Road to Relevance: Your comments on Chapters 1-4: The landscapes of associations are changing and we association leaders need to re-examine what we are doing and be prepared to change. We can't be afraid to change and find out what works for our individual association. The book also references adding value, finding out what our members want and what we can provide for them differently. A lot of associations are concerned about funds as well and during those times we need to figure out how to do more with less. Associations also need to find one major goal to focus on opposed to trying to accomplish too many items in a year; while it may seem doable it's more efficient to focus your energy on once objective, successfully then move on.

ATTACHMENT C

AGENDA
SASFAA Board Meeting
Peabody Hotel- Memphis Tennessee
July 25-27th

Friday, July 25th: Travel Day

2:00 PM Budget & Finance Committee Meeting
 GAP Committee Meeting

4:00 PM State Presidents Meeting

6:30 PM Dinner together for those who have arrived
 After dinner, Hospitality in President's Suite

Saturday, July 26th

8:00 AM **Breakfast**

9:00 AM Call to Order, Welcome & Introduction of Guests Nathan Basford
 Announcement of Substitute Voting
 Establish a Quorum
 ***Action Item: Approval of Agenda with authority
 given to the President to make changes as needed
 in order to facilitate the flow of business.***
 Housekeeping Items

Report of Officers: ***Welcome to Tennessee*** ***Celena Tulloss***

 President Nathan Basford
 President-Elect Amy Berrier
 Past-President Zita Barree

 Vice-President Marian Dill
 Secretary Vicki Adams
 Treasurer Amy Moser

10:30 AM **BREAK**

10:45 AM Committee Reports
 Budget & Finance Terri Parchment
 Action Item:
 Submit Operational Budget for approval
 Submit adjustments for 13-14 Budget

 Communications & Outreach Jody Darby
 Conference Chris Tolson
 Electronic Services Angie Black
 Action Item:
 Policy & Procedure update

Global Issues
Legislative Relations

Joan Bailey
Sharon Oliver

12:00 PM

LUNCH

1:00 PM

Committee Reports Continued

Membership
Site Selection

Nancy Garmroth
Tracy Misner

Action Item:

Present recommendations for November Board Meeting

Sponsorship

Janet Nowicki

Action Item:

Selection of Drayage Company for annual conference.

Resource Partners Liaison

Lenny Akins

Long Range Planning

Sandy Neel

State President's Liaison

Sarah Dowd

3:00 PM

BREAK

State President's Reports

Tennessee

Celena Tulloss

Alabama

Stephanie Miller

Florida

Stephanie Watson

Georgia

Susan Smith

Kentucky

Kristie Hughes

Mississippi

Carrie Cooper

North Carolina

Cathy Shell

South Carolina

Kenneth Cole

Virginia

Tarik Boyd

4:00 PM

BREAK

New Business:

Approval of Committee Members

Adjourn

6:30 PM

Dinner

After dinner, Hospitality in President's Suite

Safe travels home!
"Uncovering Our Purpose, Power & Passion"