



**VASFAA Business Meeting
November 7, 2022
9am - 10 am via ZOOM**

Active Members

(Quorum requires minimum of ½ of Active Membership)

Bennington	<i>Not in Attendance</i>
Castleton	In attendance
CCV	In attendance
Champlain	In attendance
Goddard	In attendance
Middlebury	In attendance
Norwich	In attendance
NVU	In attendance
O'Briens	In attendance
SIT	<i>Not in Attendance</i>
SMC	In attendance
Sterling	<i>Not in Attendance</i>
UVM	In attendance
VSAC	In attendance
VTC	In attendance

Associate Members

Campus Logic	<i>Not in Attendance</i>
Citizens Bank	In attendance – Donna Shelby
College Ave	<i>Not in Attendance</i>
Discover	<i>Not in Attendance</i>
Earnest	<i>Not in Attendance</i>
Ed America	<i>Not in Attendance</i>
Ed Financial	<i>Not in Attendance</i>
Edvestinu	<i>Not in Attendance</i>
General Revenue	<i>Not in Attendance</i>
Inceptia	<i>Not in Attendance</i>
Iron Bridges	<i>Not in Attendance</i>
Ocelot	<i>Not in Attendance</i>
Sallie Mae	In attendance – Lisa Talbot
SOFI	<i>Not in Attendance</i>



Call to order: Meeting was called to order at 9:03 by President Marie Johnson

Quorum Yes

VASFAA Board (Board):

President: Marie Johnson
Treasurer: Martha Hinchman
Treasurer Elect: Miranda Roth
Secretary: Judy Buxton

President's Update:

- Membership
 - Reminder to please pay past due balance
- Inclusion Statement
 - Presentation will be shared with VASFAA members
 - Will be shared via the VASFAA listserv
- Conference committee is coming up, need additional all hands-on deck

EASFAA Council Update: Marie Johnson

- Credential Workshops
 - Discussed possible NH location to allow for VASFAA member participation
 - NY host training sessions
 - VT host trainings – what would it look like
- NH is looking to restart its affiliation
- Conference will be held in Manchester NH
 - Looking for presentation ideas

Treasurer Update:

- FY22 Budget/Actuals
- Reviewed current reserves ~ \$16,000 with CD ~ 22,000
- Reviewed historical reserves – typically were approximately \$40,000
- Reviewed budget
- Questions raised related to conference expense
 - Given it was first in-person conference extra expense was approved
- Notices for past due membership dues will be sent out within the next week
- Bank signature cards will be updated with newly elected President/President Elect and Treasurer
- Vote held nominate Treasurer elect Miranda Roth



Motion to Approve by	Marilyn Cargill
Second by	Cathy McCollough
All voted	Yes
Any Discussion	No
No abstentions	No

Secretary Update:

- Approval of By-Laws

Motion to Approve by	Cathy McCollough
Second by	Tanner Matchus
All voted	Yes
Any Discussion	none
No abstentions	none

- Approval of June Meeting minutes

Second by	Cathy McCollough
All voted	Ryan Dulude
Any Discussion	none
No abstentions	none

New Business:

- Insurance Policy

Q: what does it protect us from?

A: Will provide protection in the event:

- Executive bad behavior
- Event accident
- Unprofessional activity or sexual harassment



- Comments:
 - Happy the association is going to provide coverage
 - Setting up a standard for the association
 - Strongly recommended by members

Motion to Approve by	Cathy McCollough
Second by	Ryan Dulude
All voted	Yes
Any Discussion	none
No abstentions	none

Committee Update:

Conference: to be held in June

- Not financially viable as we did not breakeven with this past summer two-day retreat
- Need to decide what do we want from a conference
- Incorporate our summer business meeting
- Offer networking opportunities
- Professional development opportunities
- Challenging for volunteers when holding a two-day conference
- Proposed not holding a 2-day conference this June
 - What will break if we only have a one day
 - Many may see it as a benefit
- Co-Chairs for the 2023 conference: Martha Hinchman & Linda Thatcher
- Looking for session ideas that are meaningful to encourage attendance
- General sessions are preferred versus breakout sessions for a one-day conference
- Question was raised if vendors would attend a one-day conference – maybe coordinate with a regional event to combine travel
- Locations for conference:
 - Hold at on site at campus – possible save on costs
 - Network in evening either night before conference or after having vendors sponsoring
 - Champlain College may be able to host
 - UVM alumni house
- Other possibility is to hold a 2-day conference with one day in person and 2nd virtual attendance
- Lisa Talbot shared RI held a one-day conference with significant support from vendors; stated it was well attended



Old Business: None

Marie gave a shout out to [Lynda Ossola](#) for her continued support in maintaining our associations website.

Meeting Adjourned at 9:59 by Marie Johnson
Minutes Documented by Judy Buxton