Attendees (Quorum met)
1. Bennington College
   Amy Starr
   Lindsay Cummings
2. Castleton University
   Kathy O’Meara
3. Champlain College
   Greg Davis
   John Lanzetta
   Marianne Werner
   Molly Pepper
4. Community College of Vermont
   Mike Griffith
   Tanner Matchus
   Ryan Dulude
5. College of Saint Joseph
   Julie Rosmus
6. Johnson State College
   Lisa Cummings
7. Norwich University
   Cassandra Aja
   Jody Sibley
8. O’Briens Aveda Institute
   Chris Barry
   John Castaldo
9. Southern Vermont College
   Phylle Lentz
   Susan Rochette
10. Springfield College
    Allene Curto Begley
11. University of Vermont
    Donna Stevens
    Jon A Walsh
    Laurie Fay
    Renee Blanchette
12. Vermont Technical College
    Cathy McCullough
    Judy Luce
13. Vermont Student Assistance Corporation
    Deborah Lessor
    Linda Thatcher
    Marilyn Cargill
    Melaney Wald
12:14 PM call to order

VASFAA President
- Matt Desorgher recently resigned as VASFAA President, according to VASFAA Constitution bylaws, Past President, Greg Davis, resumes the role of President until a new VASFAA President is elected.
- The group acknowledged and expressed gratitude to Matt for the work he did during his term.
- Executive Committee plans to have biweekly conference calls to ensure VASFAA moves forward.

Spring VASFAA Business Meeting Minutes Approved
Ryan Dulude – motion to approve
Kathy O’Meara- 2nd
All voted to approve

Summer Business Meeting
Occurred at the EASFAA Conference, and there were no items to vote on so no minutes to approve.

Treasurer’s Report (no vote for approval required-FY18 is a draft)
FY16 Budget
Heavy loss caused by room block requirement in summer conference contract not getting met.

FY17 Budget
- Slight surplus
- VASFAA made a conscious decision not to hold a summer conference based on the EASFAA conference occurring at the same location and with weeks of the VASFAA conference.
  - Decision to put money into EASFAA scholarships to increase Vermont presence was successful with over 75 Vermonters attending the 2017 EASFAA Conference.

FY18 Budget
- Current FY18 budget is a draft and is not formal.
  - Web site decisions could impact the budget.
- Summer Conference contract with The Hilton, Burlington, VT on June 5th and 6th 2018.
  - The Hilton contract is driven by a food minimum versus a room block. VASFAA has already negotiated down to $17,000.
  - Additional conference details below under Discussion
- Dues
  - Typically dues must be paid by Oct 15th
    - Website decisions must be made to determine if we can continue taking secure credit card payment, or will require checks.
    - Dues will not increase for FY18
Discussion Items

EASFAA Board Meeting
Greg recently represented VASFAA at the board meeting and will send minutes out soon.

VASFAA Election
President Elect and Treasurer Elect positions open
Please reach out to Greg with nominations.
- Nominations
  - Early next week
- Voting
  - By Thanksgiving
- Decisions
  - 2nd week of Dec
- Positions filled and active
  - By January 1, 2018

VASFAA 2018 Summer Conference June 5th and 6th at The Hilton, Burlington, VT
- Matt reached out to Jill prior to stepping down. Jill was unable to attend today’s meeting. Greg will reach out to Jill to determine if we need additional volunteers.
- 35 rooms blocked for Monday night.
- Food and Beverage minimum of $17,000
- Worst case if we cancel there is a $3,000 cancellation fee

Conference Site Committee
- 2018 (Hilton) is our last signed contract
- We will need a new group of volunteers to research new sites
- NHASFAA President, Kevin Piotrowski, already reached out to Matt to initiate talks about combining NH/VT conference.
  - Initial thoughts are to host the conference in VT one year and NH the next, alternating back and forth.
  - VASFAA has considered moving the timing of our conference since EASFAA and NASFAA hold their conferences in the late spring/early summer. NH already has their conference in the fall, which could work well.
  - Combining the conferences could result in higher attendance = greater draw for vendors = more revenue
- VASFAA members attending the NH conference next week will connect with Kevin to start conversations.

VASFAA Website
Eternity, the current vendor of our website, reached out to Kim Meilleur (UVM):
- Security concerns; upon web review it was discovered S indicating security is missing from HTTPS.
- They proposed for $1,500 they can upgrade our site to address the security issues as well as make it a mobile friendly site.
- PTA platform is another option:
  - $99/yr with first yr waived
They would take our current content and display it.

- Request to show a “mock up” for group discussion/decision
- Greg will research who owns the VASFAA domain
- Current vendor needs our decision by the end of the month. It is unlikely they will extend that deadline. Greg will ask.
- General consensus of VASFAA, decision feels rushed and we need additional information.

Motion Proposed: Lisa Cummings
Greg will research with Eternity, will they host for one more year at $600?

- If yes, we will go with that and research options thoroughly during the year.
- If no, we will pay the $99 to move to PTA Board while we research how to move forward.
  Allene 2nd the motion.
All voted to approve this motion.

Federal Affairs Committee
Question was raised as to whether or not we have anyone on this committee?

- Ryan thinks he’s on the committee
- Greg will reach out to Matt and those listed on the VASFAA site as on the committee to determine if we need additional volunteers.

Motion made by Lisa Cummings to end the meeting.
All in favor.

Meeting Closed (1 PM)
Minutes documented by Melaney Wald, VASFAA Secretary