

VASF^{AA} Business Meeting June 5, 2018
VASF^{AA} Summer Conference
Hilton Hotel
Burlington, VT
1:00 pm-1:30 pm

1:00 PM Call to Order by Greg Davis, VASF^{AA} Past President

VASF^{AA} Institutions in attendance:

Champlain College
CCV
SIT
UVM
VSAC
Marlboro
VTC
Springfield College

Meeting minutes from spring will be voted upon at the fall business meeting.

VASF^{AA} Budget Discussion

- Our new “normal” revenue will likely be \$5,500.
- Typically, everyone who attends the NASF^{AA} Leadership conference learns a lot.
- Web site is in the final stages
 - 2 years of larger expense will go down.
- Fall/Spring business meeting held at CCV Montpelier saved money.
 - Mike agreed to once a year hosting at CCV.
 - Upper Valley or Winooski CCV might be good options.
 - VTC location used to work well for business meetings.
 - If any schools can host the meeting on campus, contact the EC.
- All agreed the efficiency of having credit card payments outweighs the fees.
- \$1,000 “in the black” without factoring in the conference.
- \$4,000 “in the red” for the conference.
 - We’ve learned something new with every conference.
 - Room blocks
 - Food contracts don’t always include tax/tip
- Conference Attendees over the past few years:

Year	Day 1	Day 2
2015	61	64
2016	79	61
2018	63	41

- One more reason we’ve talked about combining conferences with NH is we need to increase attendance.

- Discussion on future of VASFAA to take place the following day at the final session.
- Jon will work with the EC to build a budget for the fall business meeting.

Committees

Anyone interested in joining any of the committees below should reach out to the EC.

Conference Site Selection

Conference committee

- Co-chairs identified.

Website

- Kim Meilleur (UVM) continues to work with the vendor upgrading our website.
- Volunteer(s) needed to co-chair the website committee with Kim.

Training

Constitution and Bylaws

Strategic Committee

Passing of the Gavel from Greg Davis to Jon Walsh.

Jon's update

- Recently attended his first EASFAA Counsel meeting.
 - Went in listening vs. speaking.
 - Met a lot of great resources.
 - Heard from many other states they are experiencing similar challenges as VASFAA.
- We need volunteers on committees. VASFAA would not be what it is today without volunteers.

Awards presented:

- Outstanding Volunteer Award presented to Jill King
- Special Recognition Award presented to Greg Davis

Cathy Fuller announced she is moving to the registrar at Marlboro College and will miss participating in VASFAA meetings.

Motion to end the meeting Cathy Fuller

Second Lauren Gillespie

Meeting minutes documented by VASFAA Secretary – Melaney Wald