

VASF AA Fall Business Meeting Minutes
Monday, October 19, 2015
Three Stallion Inn – Randolph, VT

Call to Order:

Greg Davis, VASF AA President, 9:10 am

Officer Reports:

President's Report – Greg Davis, Champlain College

Greg discussed his need for goals for next two years, a second term "to do list" that VASF AA wants to accomplish.

Discussed VASF AA Conference at Woodstock Inn, Greg will send out an email as to how many nights and number of rooms expected to be reserved because that determines the cost. Reminder the conference will be held June 6 – 7, Monday and Tuesday and begins at 9:00. Room rate is \$129 and VASF AA pays the resort fee.

Ballots for President Elect to go out in November so the election can be held in January. NASF AA holds their Leadership Conference February 22 – 24 and VASF AA would like the President Elect to attend. Greg discussed his role as President, leads business meetings and attends EASF AA Conference. His biggest time commitment was being the state representative and meeting with other EASF AA members three times a year. Requested anyone interested in running for office or if someone wished to nominate a candidate to contact him.

Brief discussion regarding the form used for VASF AA dues, an error was found for the amounts due, which will be corrected for next year. No one had issues with using the current form as is.

EASF AA will be held in Atlantic City, NJ on May 22-25, 2016 this year. In 2017 the EASF AA Conference will be held in Burlington in May and the VASF AA Conference in June, both at the Hilton. Greg explained there would be expectations from VASF AA for the EASF AA Conference such as representation of a table and what to give to ambassadors.

Secretary's report – Lisa Cummings, Johnson State College

Since copies of the minutes from the June 9, 2015 meeting were not provided by the secretary the motion to approve the minutes was tabled and will be reviewed with the October 19 minutes at the next meeting.

Treasurer's Report – Marcia Corey, VSAC

Final report for FY 2015 was discussed. Website costs were more than budgeted for, but members had approved the upgrade to include ability to make on-line payments. Discussed the proposed draft budget for FY 2016. Marcia presented a balanced budget, but reduced a few line items in order to do so. New estimated expense for Insurance and Bonding in 2016. The Executive Committee will further discuss the proposed budget and finalize.

Motion to approve final FY2015 report: Marie Johnson, UVM

Second: Marilyn Cargill, VSAC

Motion passed

Committee Reports:

Conference Committee –

To be held at Woodstock Inn, Deb Lessor and Jill King expressed the need for additional volunteers, at least five more. Woodstock Inn will be contacted to see if conference rate can be honored for Saturday night should members choose to spend the weekend. Feedback from last summer conference was 50% liked breakout sessions more, while 50% liked being together as one large group. This year's evening event may be a Casino Night.

Website Committee –

This is the first year to have the ability to make on-line payments for dues if colleges and associate members chose to do so. On-line capability for the conference and any generic expenses will also be available. Kimberly Meilleur from UVM set up new VASFAA Gmail Accounts have been set up for the executive committee so all correspondence can be kept in one central location.

Government and Federal Relations Committee –

No new updates at this time, per Matt Desorgher, St. Michael's College.

Break: 10:05 to 10:25 am

Discussion Items –

- Handouts provided of the updated Constitution and By-laws for review and to vote on them, they had not been revised since 2006. It was determined further changes were needed due to lengthy discussion regarding Article X. Removal from Office. Items discussed were possibility of legal action, who would decide especially if someone on Executive Committee was facing being removed from office. Dereliction of duty, issue occurred at place of employment for the person in question. Greg will review EASFAA By-laws and provide other language to clarify.
- Policy and Procedure Manual is not legally binding.
- Conference for 2018 to be researched after VASFAA Conference at Woodstock Inn.

Outstanding Business -

- Search for new bank for VASFAA, one that is located throughout the state and types of accounts will be reviewed vs. money market.
- Bonding issue to be researched.
- Possibility of state association paying for NASFAA Modules, Greg will review.

Motion to close the meeting: Marie Johnson, UVM

2nd: Kathy O'Meara, Castleton

Meeting closed at 11:20 am

Members in attendance:

1. Christine Collamore, Bennington
2. Kathy O'Meara, Castleton
3. Greg Davis, Champlain
4. John Lanzetta, Champlain
5. Julie Rosmus, College of St. Joseph
6. Nikiah Viger, College of St. Joseph

7. Pam Chisholm, CCV
8. Maria Calamia, CCV
9. Ryan Dulude, CCV
10. Mike Griffith, CCV
11. Beverly Jene, Goddard
12. Shannon Trainor, Goddard
13. Lisa Cummings, Johnson
14. Tanya Bradley, Lyndon
15. Heather Ward, Discover
16. Jessica Chappel, NECI
17. Debbie Beck, NECI
18. Mary Clark, SIT
19. Marcia Corey, VSAC
20. Deborah Lessor, VSAC
21. Melaney Wald, VSAC
22. Marilyn Cargill, VSAC
23. Jennifer Tosi, Norwich
24. Liz Clark, VTC
25. Kim Meilleur, UVM
26. Renee Blanchet, UVM
27. Marie Johnson, UVM
28. Matt Desorgher, St. Michael's