**VASFAA Summer Business Meeting Minutes**

**Tuesday, June 9, 2015**

**The Essex Resort and Spa, Essex, VT**

**Call to Order:**

Greg Davis, VASFAA President, 12:40 pm

**Officer Reports:**

**President’s Report – Greg Davis (Champlain)**

Lisa Cummings of JSC was elected for a two-year term as Secretary. Michael Griffith of CCV was elected as treasurer-elect.

Motion to destroy ballots by Cathy Fuller, Marlboro College.

2nd by Marie Johnson, UVM.

Motion passed.

In spring 2016, VASFAA will vote on the President-elect position. The position is President-elect for one year, two years as President and one year as past President. Greg would love to speak with anyone interested about the exciting position.

EASFAA update- Greg read message from Kelly Morrissey, EASFAA President. Reminder to think about volunteering for positions within EASFAA. Special EASFAA conference in 2016 in Atlantic City.

**Secretary’s Report – Michael Griffith, CCV**

Review of spring 2015 minutes. No comments or changes.

Motion to approve: Ryan Dulude, CCV

2nd: Cathy Fuller, Marlboro College

Motion passed

**Treasurer’s Report - Marcia Corey, VSAC**

Marcia will send out an updated spreadsheet at the end of June to membership as at the time of the report many conference dues were still outstanding. A couple of notes were that the expenses under “refreshments” were a subsidized lunch at the EASFAA training in Burlington and lunch for attendees of the spring business meeting at VTC. The expense under “utilities” was setting up the VASFAA website to accept credit cards for conference and membership dues.

Motion to approve the report: Marilyn Cargill, VSAC

2nd: Maria Calamia, CCV

Motion Passed

**Committee Reports:**

Executive Committee presented Renee Blanchet of UVM with the VASFAA award for her exceptional service to VASFAA.

**Constitution and by-laws committee**

Handouts were provided of the proposed changes to the Constitution and By-laws and the Policy and Procedure Manual. Greg asked membership to review and VASFAA will vote on the changes at the fall business meeting. Some changes were the addition of the treasurer-elect position, added section on removing a committee member from office if necessary, added section on what happens to VASFAA funds if association were to dissolve. Last two items are proposed to be similar to EASFAA By-laws. Reach out to Renee Blanchet, Jill King or Greg Davis if you would like to recommend any changes to the proposals.

**Discussion Items:**

Cathy Fuller of Marlboro College read a letter from Jayne Rivers (Financial Aid Counselor at Marlboro) thanking VASFAA for scholarship to attend the EASFAA conference.

**Outstanding Business:**

**VASFAA executive committee is working on:**

Obtaining insurance for the association

Bonding the treasurer

Processing of payments using credit cards

Creation of a policy concerning how much VASFAA should have for reserve funds

Considering a bank change to a more statewide bank (current bank is Citizen’s Bank)

Considering a joint VASFAA/VSAC meeting in the fall for travel and time efficiency

**New Business:**

Volunteers are needed for the site selection committee to begin looking at a location for the 2018 conference. Work would begin after 2016 VASFAA conference. We’d like to book conference locations two years in advance.

**Motion to close the meeting: Marguerite Corbin, Middlebury College**

**2nd: Lisa Cummings, JSC**

**Motion Passed**

**Meeting closed at 1:10 pm**

Members in attendance:

Ryan Dulude, CCV

Maria Calamia, CCV

Mark McGinnis, CCV

Michael Griffith, CCV

Marilyn Cargill, VSAC

Cathy McCullough, VTC

Ghislaine Baker, VTC

Liz Clark, VTC

Joseph, Jovell, Great Lakes

Karen Madden, JSC

Deneen Russell, JSC

Lisa Cummings, JSC

Jill King, UVM

Greg Davis, Champlain

Kim Goodell, JSC

Christine Salatino, CSC

Joann Larson, CSC

Kathy O’Meara, Castleton

Teresa McCormack, CSC

Maureen LaBate, CSC

Omayra Torres, AWI (Advanced Welding Institute)

Gary Harden, Middlebury

Crystal Sorrell, AWI

Heather Ward, Discover

Debbie Kramer, VSAC

Ryan Gates, VSAC

Mary Clark, SIT

Cathy Mullins, SIT

Cathy Fuller, Marlboro

Marie Johnson, UVM

Carrie Harlow, VSAC

Lindsey Yablonowski, VSAC

John Lanzetta, Champlain

Ryan Loucy, Champlain

Matt Desorgher, St. Michael’s

Renee Blanchet, UVM

Kit Ardell, UHEC FW

Serena Peck, VSAC

Melaney Wald, VSAC

Zack Goodwin, Dept. of Ed

Lisa Talbot, Sallie Mae

Marguerite Corbin, Middlebury College

Tanya Tanaro, ASA