VASFAA Board Meeting

February 1, 2018

Call to order 1:20 pm – Biz

Present – Biz Daniel, Joan Zanders, Brad Scaggs, Beth Armstrong, Chad Sartini, Sherika Charity, Robin Gregory, Debra Johnson

Biz report

* Attended SASFAA enrollment management forum
* Visited archives and met with Holly Rison
	+ Asked Lee about moving archives to SCHEV
	+ Safe deposit box for very important docs – Articles of Incorporation
	+ Scanning
	+ Beth volunteered VT – space, scanning
	+ Need to use web/social media for photo storage
	+ Dropbox, Google drive
* Attended VACROA and VCAN
* SASFAA reports

Past-president

* VCAN presentation w Beth Armstrong (professional judgement)
	+ Award letter presentation (Sherika)
* Awards
	+ Review requirements
	+ Send another email
	+ Motion and second – ME for Excellence Award – approved
	+ Retiree
		- Lisa Tumer
		- Ed Irish
	+ Life member – JB
	+ Committee of the year - none
	+ New professional – from Joan
	+ Service – motion Dave Bartniki (Joan), second (Brad) – motion withdrawn (Joan)
	+ Service – motion Nanette White (Robin), second (Beth) - approve

Joan – committee chairs

* Discussed streamlining committees

Secretary

* Working on P&P updates

Treasurer-elect

* 13 dev partners for conference - $13,250 ($3000 outstanding) goal of $15,500
* 41 registered for conference – 34 paid
* Reviewed bank balances

Brad

* Budget and finance submitted (through 12/31)
	+ Move to approve Mindy Taliaferro to take past-Treasurer spot on B&F for 2017-18 as a an exception to the policies and procedures – APPROVE
	+ Motion to authorize Funds Manager to employ early funds withdraw strategy to enhance returns for 2018 - APPROVE
* Consider moving conference (April is not good)
	+ NCAA mid-May
	+ COSUAA April
	+ ACC May
* No Buddy Award applications
	+ How do we get the word out
	+ Need to get Sue D Ross page
* Site selection – Tarik will provide update

Break

Treasurer

* Budget up date – see documents

Sherika

* Newsletter – ok
* Public relations – missing chair
* FOCUS – no update – Jacinta stepped down, Mike O’Grady
* Electronic services – no report
	+ Resource page for training
	+ Buddy Award page
	+ Sue D. Ross page
	+ Designate donate button

Beth

* Legislative relations – state updates
* Secondary school maybe VCAN Liaison or Agency/Association Relations (Access)
* Absorb state relations w federal relations – already done

Biz

* Conference update
* Sponsorship update

Joan

* Nonconference training – 2975 – 119 paid registrations
	+ Determine is fall nonconference a standing event and responsibility
	+ Add as responsibility of President-elect
* Strategic planning committee

Tarik

* 2020 VASFAA Conference site selection – see presentation
* Motion to approve VA Beach Westin for 2020 Annual Conference (Chad) – Second (Robin) – APPROVED

Meeting recessed until Thursday morning

Resumed 8:01am Friday,

Chad –

Slate of candidates – move to approve (Chad), second (Joan) – approved

* + - No nominees for treasurer-elect – will continue soliciting

Joan - Can we set up WildApricot to take membership dues earlier than July 15?

Transition – June 3-5

* Propose Carter Hall as site for transition retreat
	+ Deposit $2762 (move funds from P-E travel budget, total last year $5309 ($1,000 from 16-17 budget and $4309 from 17-18 budget)
	+ Motion to approve site (Chad), second (Beth) – pass
		- Note $750 from president-elect travel budget (17-18)

VASFAA logo competition

* Submit by March 15 - $500 scholarship
	+ Beth notify all colleges

Committees

* Review section 4
	+ Standing committees

Strategic plan

* Expired 2017
* Review at transition

Checked on insurance with Mary Jean, former Treasurer

Operation calendar – what are we supposed to be doing when

* Sharepoint (Beth)

Meeting adjourned 2/2/18