**FASFAA Executive Board Minutes**

**August 29, 2022**

**12:00 pm – 12:30 pm**

The FASFAA Executive Board met virtually via Zoom on Monday, August 29, 2022

**Call to Order**

President Nadine Bailey called the meeting to order at 12:02 pm on Monday, August 29, 2022.

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| **Voting** | **Present** | **Position** | **Last Name** | **First Name** |
| V |  Y | President | Bailey | Nadine |
| V |  Y | President-Elect & Nominations | Hatcher | Kris |
| V |  Y | Immediate Past President/Fiscal Concerns/Parliamentarian/Historian | Conrad | Katie |
| V |  Y | Vice President of Training | Ly | Jessica |
| V |  Y | Secretary | Ambridge | Susan |
| V |  Y | Treasurer | Moat | Tracy |
| V |  N | Treasurer-Elect | Johnson | Arminta |
| V |  N | Region I Representative | Rozborski | Joanne |
| V |  Y | Region II Representative | Hunt | Alicia |
| V |  Y | Region III Representative | Parrales | Angelica |
| V |  N | Region IV Representative | McMahon | Jerry |
| V |  Y | Region V Representative | Gass | Chrissy |
| V |  Y | Conference Chair / Member at Large | Keaton | Alicia |
| V |  Y | Conference Chair / Member at Large | Pleasant-Doine | Sheia |
| V |  Y | Federal and State Legislative Chair/Member at Large | Reynolds | Jonathan |
| V |  N | Business Partners Advisory Council Chair/Member at Large | Dickerson | Laura |
| V |  N | Vendor/Sponsorship Coordinator/Member at Large | Davis | Becky |
| V |  Y | Site Selection/Event Coordinator/Member at Large | Molinares | Irma |
| NV |  Y | Electronic Services | Schworn | Edward |
| NV |  N | Early Awareness/Outreach/Financial Literacy Chair | Yates | Alex |
| NV |  Y | Membership Chair/Volunteer Coordinator | Gross | Kylie |
| NV |  N | Scholarship/Charity Chair | Wiles | Tracy |
| NV |  N | Grad/Professional (Private/For Profit/Non-Profit) | Toohey | Melissa |
| NV |  N | Vocational-Technical/Clock Hour | Phillips | Kim |
| NV |  Y | OSFA Outreach Liaison/Newsletter | Hernandez | Pedro |
| NV |  N | Special Projects | Chavers | Kristina |
| NV |  Y | Private Schools Liaison | McKenzie | Vandeen |
| NV |  N | Global Issues/Member at Large | Hanson | Egan |
| NV |  N | Social Media/Communications Coordinator | Dickerson | Lindsey |
| NV |  Y | Webinar Coordinator | Traverso | Johanna |

A quorum for voting was met with 13/17 voting members present (76%). There were 18/30 members of the Executive Board present.

**Board Members Unable to Attend:** Arminta Johnson, Joanne Rozborski, Jerry McMahon, Laura Dickerson, Becky Davis, Alex Yates, Tracy Wiles, Melissa Toohey, Kim Phillips, Kristina Chavers, Egan Hanson, Lindsey Dickerson

**Guests:** N/A

**Leaving Early:** N/A

**New Business**

**Region II Representative Position Update*:*** President Bailey shared that Jacob Dirghalli, Region II Representative, has accepted a new position outside of financial aid and will not be able to fulfil his term for the 2022-2023 and 2023-2024 appointment.

Alicia Hunt was asked to leave the meeting by President Bailey so that the Executive Board could discuss recommendations for the remaining Region II appointment. Once Alicia left the meeting, discussion ensued regarding a recommendation by President Bailey to have Alicia take the place of Region II Representative for the remainder of the 2022-2023 and 2023-2024 appointment.

* **Motion to approve Alicia Hunt as Region II Representative for the remainder of the 2022-2023 and 2023-2024 academic year appointment made by President Bailey.**
* Second: Jessica Ly.
* Discussion: No discussion.
* Motion passes with Executive Board vote and full approval by all voting members.
* Alicia Hunt was asked to re-join the Executive Board meeting as the new Region II Representative.

**Hotel Contact for the FASFAA Clock Hour Workshop:** Discussion and to vote on the contract for Embassy Suites by Hilton contract for Florida Association of Student Financial Aid Administrators (FASFAA) Clock Hour Workshop on November 6, 2022, through November 9, 2022.

* **Motion to approve the contract for Embassy Suites by Hilton for the FASFAA Clock Hour Workshop on November 6, 2022, through November 9, 2022, made by Irma Molinares.**
* Second: Alicia Keaton.
* Discussion: The Executive Board discussed number of rooms with the cost included for overnight guests, cost of food and beverages, discounted parking fees, what is included in the cost, and possible other fees.
* Resort fees are waived. Projector and screen are included in contract.
* A minimum of 97 rooms booked will be needed.
* Motion passes with Executive Board vote and full approval by all voting members.
* Irma has requested to be notified if registration exceeds 108 participants.

**Other Business**

President Bailey has scheduled Executive Board meetings that were sent this morning for the next several months. More details will be sent when an in-person meeting is scheduled for the Executive Board.

The 2022-2023 budget is still being finalized. More details will be sent to the Board when it is ready for approval.

**Adjournment of Meeting**

With no further business to discuss, President Bailey declared the meeting adjourned at 12:21 pm.

Executive Board Meeting Minutes submitted by,

Susan Ambridge

FASFAA Secretary