

**NASSGAP ANNUAL SPRING CONFERENCE
MEMBERS BUSINESS MEETING
MAY 28, 2007
WASHINGTON COURT HOTEL
WASHINGTON DC**

In attendance: Melanie Amrhein (LA), Lee Andes (VA), Theresa Antworth (FL), Bart Astor (WDC), Jerolyn Barnhart (FL), Carylin Brinkley (DE), Stephanie Butler (AK), Marilyn Cargill (VT), Marcia Corey (VT), Naomi Derryberry (TN), Linda Diamond (CT), Darrine Distefano (CA), Jamie Dushin (MT), Sherry Fox (NJ), Lois Hollis (TX), David Hughes (UT), Dennis Johnson (OR), Michael Joyce (RI), Shiela Joyner (OK), John Klacik (WA), Maureen Laffey (DE), Julie Leeper (IA), Andrea Mansfield (MD), Cheryl Maplethorpe (MN), Elizabeth McDuffie (NC), Vicki Merkel (OR), Ritchie Morrow (NE), Joann Rieselbach (AK), Rachelle Sharpe (WA), Mike Solomon (IL), Charles Treadwell (NY), Leroy Wade (MO), Mary Ann Welch (RI), Christine Zuzack (PA)

Mary Ann Welch called the meeting to order at 2:35 PM on May 28, 2007. The agenda was reviewed and a motion to accept the agenda was made by Maureen Laffey and seconded by Sherri Fox. Motion was approved.

The Fall 2006 Membership Business Meeting minutes were approved. Cheryl Maplethorpe made the motion and Melanie Amrhein seconded it.

Officer's Reports

President – Mary Ann Welch (Rhode Island)

Highlight of Activities

Mary Ann Welch thanked the Committees and their Chairs. Mary Ann has tried to keep everyone updated on her activities via the NASSGAP listservs but recapped the following:

- The LEAP Report with a press release to various entities was completed. Thank you to Jamie Dushin.
- The refund policy for conference registrations was established.
- A letter opposing denying students with drug convictions was written. It was signed by many organizations.
- A letter to Secretary Spellings with a listing of state outreach initiatives was sent.
- Mary Ann participated in three conference calls with Kristin Conklin, Asst. to the Undersecretary of Education with DOE. Mary Ann said that it was to Chas and Bart's credit that NASSGAP was included in the calls.
- Mary Ann sent a letter to retired past presidents and other former members of NASSGAP who were nominated to be "Friends of NASSGAP" and explained that they are now considered "Friends of NASSGAP." Included with the letter was a NASSGAP directory and history. Barry Dorsey (1982-83) from Virginia responded with a thank you letter. Jim Garcia (2001-02) from California also responded. All Friends of NASSGAP will be added to the NASSGAP directory but their contact information will be omitted. They will all receive a NASSGAP directory each year.
- Polling function on the Web was enhanced. It is being used and that is appreciated because it allows the questions to be asked, responses tallied and saved so anyone can review prior surveys.
- Ross Hodel and Sheila Prudeen completed the 3R grant. Thank you to Maureen Laffey and Cheryl Maplethorpe for their participation.

- Bart and Chas helped prepare Mary Ann to represent NASSGAP at the meetings of the US Department of Education, House and Senate.
- Mary Ann represented NASSGAP at three negotiated rulemaking meetings. She served on the committee for general provisions. The committee did come to consensus.
- Mary Ann represented NASSGAP along with Bart Astor, Theresa Antworth and Diane Barrans (Alaska) at the DOE Education Summit. Comments throughout the day were that “we need a partnership with states, philanthropic organizations, and businesses.” LEAP/SLEAP and GAP were recognized as the groundwork for the proposed guaranteed access program. Undersecretary Tucker spoke very eloquently and knowledgeably about student aid.
- The NASSGAP Exec Committee in New Orleans on March 29 and 30, 2007 to discuss issues and the spring conference.
- The Annual Survey is in process.
- Many other letters sent out also such as congratulatory letters to members who have been promoted.

DC Consultant Contract

- The Executive Committee voted to continue the DC Consultant (Bart Astor) contract. He is working hard to be the voice of NASSGAP in DC and is our communication line to various groups.
- Bart has done a good job over the last 4 years and has made a difference. There was good work done in the past also but the DC consultant has enhanced that effort.
- Last year there was concern from membership that they know what efforts are going on by the DC consultant. Bart puts out a newsletter on the NAASSGAP Website and now there is also a monthly invoice that lists his monthly activities. If you have any question about his activities please bring them to the Executive Committee.

Maureen said that Mary Ann had also written a very nice letter to the Virginia Tech president sending NASSGAP condolences for the tragedy on that campus.

The group was reminded that a Student Aid News reporter may be attending the conference in the next two days.

Past President – Melanie Amrhein (Louisiana)

Melanie said that Mary Ann has done a wonderful job as NASSGAP president.

As chair of the nomination committee she announced that the committee is presenting candidates for the two open offices. The nominee for President-Elect is Lee Andes, and the nominee for Member at Large is Andrea Mansfield. Their biographies were handed out. The floor was opened for any other nomination. There were no more nominations. Nominations were closed.

President-Elect – Marilyn Cargill (Vermont)

No report.

Secretary – Vicki Merkel (Oregon)

Vicki read the bylaws section regarding voting procedures. The vote by occur via the Website polling feature within one week after conclusion of this conference. She will send an email to membership announcing when the poll is open.

Vicki said that she is updating the Executive and Program Committee User Guide. It is a very useful tool for membership. She is updating it and deleting time related references. The Executive Committee will review and approve the update and then she will send it out to membership and repost it to the website.

Treasurer – Lee Andes (Virginia)

06-07 Budget

- There are currently 52 members. Nine states took advantage of the reduced rate.
- Lee discussed the fall and spring conference attendee numbers and said that usually conferences are self-funded.
- The Lumina Grant —3R expired in December 2006.
- The Washington D.C. phone service has been cancelled because the DC consultant uses his own phone.
- Costs for tax preparation were a little higher because NASSGAP was about a year behind, so two years were prepared at once. The NASSGAP tax reports are current.
- The Exec Committee reviewed the 3R research grant and discussed moving line item amounts for several projects including Website enhancements.
- The surplus for the year is probably going to be higher than projected (depending on the spring conference 2007 costs). This means that fewer funds will need to be pulled from the budget reserves.
- Lee reviewed all contracts. The Pell Institute \$5,000 five-year contract expiration date needs to be confirmed.

07-08 Budget

- The Exec Committee reviewed adopted the 2007-08 budget for consideration of the membership.
- Lee explained several line items such as conference hotel contracts.
- Question – How much is in reserves? Answer – About \$38,000. Lee reviewed all resources from the 2006-07 Statement of Accounts.
- A question raised: is the Spring 2008 conference costs encumbered in this budget? Answer –no.

Mary Ann said that obviously we would need to reduce expenditures or generate more revenue to continue. She asked that anyone who is interested in grant writing or researching potential grantors, please consider volunteering to help. She will also e-mail membership with this opportunity.

Another revenue generating option is a tiered membership fee structure. Mary Ann asked Lee to describe this idea. He said that membership dues could be tiered by a variable such as total revenues of a state entity, voting members, associate members; increase conference registration fees- could these be tiered. He also talked about sponsorships. He said he doesn't see how NASSGAP can reduce expenditures, so the only choice is to increase revenues.

Mary Ann noted that her agency has covered travel expenses for her to attend 6-7 meetings in Washington D.C.

A motion to approve the 2007-08 Budget was made by Marilyn Cargill and seconded by Elizabeth McDuffie.

Discussion: Christine Zuzack (current site chair) said that an inflation factor for the 2008 spring conference needs to be added into the budget. Maureen Laffey said that could be covered by conference registration fees. Bart suggested that a 5% increase be budgeted in for conference costs, keeping in mind that this could be adjusted later. John Klacik suggested that it be reconsidered after the fall conference because a surplus in the fall could cover a spring deficit.

Chas Treadwell amended the motion and Maureen Laffey seconded the motion. The motion was amended to increase 2008 spring conference by 5% and a similar increase for registration (\$62.00) for spring conference registration. These could be adjusted as needed. The Motion passed.

Members-at-Large – Lois Hollis (Texas) Stephanie Butler (Alaska)

No formal report.

Committee Reports

Ed Technical Forms – Maureen Laffey (Delaware)

- Thank you to everyone who has completed polls.
- Maureen handed out 2008-09 FAFSA draft and changes. She reported that there were no significant changes and the color will be orange. It will be circulated for comments on June 1st.

Federal Relations – Chas Treadwell (New York)

- Chas said is a pleasure to work with Bart and federal relations committee and on the LEAP Part analysis with Cheryl Maplethorpe and Jamie Dushin.
- Chas was invited to participate with 19 experts in a financial aid discussion that included early awareness and partnerships. Undersecretary Tucker also participated.
- Chas handed out the updated LEAP information sheet. He will email out a colored and black and white version to the membership. It will also be posted to the Website.

DC Consultant – Bart Astor

- Bart thanked everyone for extending the contract. He is thankful for the opportunity to work with NASSGAP because it's "Gods' work" being done so it's easy to talk about. The D.C. presence was already here in DC due to work from folks like Chas Treadwell. NASSGAP is known and makes it possible to have a close relationship with the Advisory Committee for Financial Assistance and the Student Aid Alliance, and to be involved in various activities such as meetings with the Undersecretary. The quality of conference speakers are a sign of how highly regarded NASSGAP is in D.C.
- Bart is working very close with Senator Reed's office on the GAP bill. He is not sure if there will be a higher authorization bill but he suggests that we assume there will be one. He reported that Negotiated Rulemaking was intense.
- He said that future legislation could include simplification. There is a lot of activity regarding rethinking student aid by various groups.
- His Washington Update is posted at least monthly. Please call or write Bart if you have questions or input.

Simplification – Melanie Amrhein (Louisiana)

- This committee was formed at the end of the 2006 Fall Conference and is a work in progress. They will be meeting during this conference and will discuss whether or not to be reactive or proactive and develop ideas on simplification.

Membership and Communications – Shiela Joyner (Oklahoma)

- Sheila passed out the volunteer forms and current list serv subscribers. Invoices for dues will be sent in June. She welcomed new members and invited them to ask her for assistance if needed.

Policy and Research – Cheryl Maplethorpe (Minnesota)

- Cheryl sent out an excel spreadsheet that listed the Chronicle of Higher Education data plus other data was sent out. She will continue that comparison report. She will be contacting others about research ideas.

NASSGAP Web – Dennis Oberfell (Indiana)

- Dennis was unable to attend this conference but he is making a list of prioritized enhancements for the Website.

37th Annual Survey Update – Mike Solomon (Illinois)

- The survey is in progress and will be released soon.

Future Conference Updates

- David Hughes from Utah is very excited to invite NASSGAP to Utah for the Fall 2007 conference. The facilities at Hotel Park City are very nice. It is important to be aware that September 5th is the last date to get conference rates. After that date there will probably not be a room available and members will need to stay at another hotel. It is recommended that members book the room by phone and tell them you are attending the NASSGAP conference.
- The 2008 Washington D.C. spring conference will be at the Washington Court Hotel again over Memorial Day. Christine Zuzack has agreed to be site chair.
- The 2008 Fall Conference will be in New Orleans. Melanie Amrhein has volunteered to be site chair.
- Program chairs are needed for both 2008 conferences. Please let Marilyn Cargill or any member of the Exec Committee know if you are interested.
- Mary Ann reported that the Exec Committee discussed having training in hotel contract negotiations for a site chair volunteer with the hope that they would remain chair for several years. This person would travel to prospective sites. Another goal is to develop contracts further in advance of the conference.

Marilyn Cargill moved that the meeting be adjourned. Christine Zuzack seconded the motion and the motion was approved.