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**NATIONAL ASSOCIATION OF STATE STUDENT GRANT AND AID PROGRAMS**

**Executive Committee Meeting – Monthly Conference Call via Zoom**

**Wednesday, October 21, 2020 – 12 p.m. PST/1 p.m. MST/2:00 p.m. CST/3 p.m. EST**

**Minutes**

**Call to Order (Becky Thompson took roll)**

\*Todd Brown, IA – President

\*Katie Harrison, SC – President Elect

\*Jennifer Rogers, MS – Past President

\*Becky Thompson, WA – Secretary

\*Leroy Wade, MO – Treasurer

\*Harrison Rommell, NM – Treasurer-Elect

\*Renée Davis, NV – Member-At-Large (year 2)

\*Meghan Flores, MN - Member-At-Large (year 1)

\*Frank Ballmann, NY – Director/Federal Relations

\*Elizabeth McCloud, PA – Federal Relations

\*Jennifer Lanphear, ME – Membership Chair

\*Ritchie Morrow – NASSGAP Website

\*indicates member in attendance

1. **Call to Order 3:02 p.m., Eastern Time**
2. **Review and Approve Meeting Minutes from September 16, 2020** Leroy Wade motion to approve; second by Todd Brown. No discussion. Discussion on who are voting members. Unanimously approved.
3. **Officer Reports**
   1. President – Todd
      1. Welcomed new members: Becky serving as Secretary, Meghan serving as Member at Large, Harry serving as Treasurer-Elect.
      2. Thanked conference committee.
      3. May 2021 EC meeting. Typically, this meeting is held in person. Committee members provided statuses of state travel restrictions. After hearing from all Todd to proceed with planning for a virtual meeting.
      4. Discussion of 2021 conference included hotel contract penalties, travel restrictions, scholarship dollars available, difficulty planning related to uncertainties related to pandemic and travel restrictions. *Will proceed with a survey of members by Renée and Deena.*
      5. *Ratification of bylaw changes, as approved by members, and treasurer to proceed using Election Buddy by Becky.* *If ratified the bylaws to be updated by Becky, Secretary, and the policy and procedures manual to be updated by Jennifer R., Past President.*
      6. Monthly information session idea was discussed. EC liked the idea. *Agreed to convene a subgroup to discuss the idea. Todd asked for volunteers to work through the ideas. Renée, Ritchie and Becky to participate.*
   2. Treasurer – Leroy
      1. Leroy presented the Treasurers report, balances as of October 12, 2020.
      2. Revenue for 2021 budget is up slightly due to 46 members, was budgeted at 45 and conference expenses lower than expected.
      3. *November meeting agenda to include revisiting the budget for any adjustments for 2021 conference expenses.*
   3. Past-President – Jennifer Rogers
      1. Conference was a success.
   4. President Elect –Katie
      1. Working with Jennifer L. to transfer over membership files.
      2. Will be working on 2022 conference location options to be discuss with EC in an upcoming meeting.
   5. Secretary – Becky
      1. No report
   6. Members at Large – Renée and Meghan
      1. Will present final conference numbers through email. (Renée)
      2. Attendance and engagement were strong during sessions at virtual conference.
      3. Thanked the conference committee.
4. **Committee Reports**
   1. Web – Ritchie
      1. Conference presentations were loaded to the website.
      2. 2021 Conference information has been added to the website.
      3. Asked website vendor about the possibility of supporting the registration process when someone does not complete the process. There would be a set up fee and a monthly cost. *Would like to see the specs of the plug in so can compare to Zoom options, at least for potential monthly membership trainings.*
   2. Federal Relations – Elizabeth & Frank
      1. Discussed draft and feedback on the FSA Strategic Plan.
      2. Frank provided additional federal updates.
   3. Membership – Jennifer L.
      1. Currently 41 state members, 5 associate members.
      2. There are 3 states that did not renew and 1 new state, Ohio.
      3. Will be drafting a courtesy email to states that did not renew (Maryland, Wisconsin and Florida) explaining their options this year.
5. **Old Business - none**
6. **New Business - none**
7. **Adjourn at 4:07 p.m., Easter Time.** Jennifer Rogers motioned to adjourn. Katie seconded.