



NATIONAL ASSOCIATION OF STATE STUDENT GRANT AND AID PROGRAMS
Executive Committee Meeting – Monthly Conference Call
September 10, 2019 – 11 a.m. PST/2 p.m. EST
Conference Call: (888) 278-0296; Access Code: 4093491

I. Call to Order 2:02 pm

ROLL CALL:

- *Elizabeth McDuffie, NC – President
- *Rachelle Sharpe, WA – Past President
- *Jennifer Rogers, MS – President Elect
- *Irala Magee, OK – Treasurer
- Leroy Wade, MO – Treasurer Elect
- *Jennifer Lanphear, ME – Secretary
- *Erin Klarer, KY – Member-At-Large
- Deena Lager, AZ – Member-At-Large
- *Todd Brown, IA – NASSGAP Website
- Katie Harrison, SC – Membership
- Donna Thomas, MD – Ed Technical Forms
- Elizabeth McCloud, PA – Federal Relations
- *Frank Ballmann, NY – Director/Federal Relations
- Michael Solomon, - Annual Survey

*indicates member in attendance

Yellow indicates action item

II. Review and Approval Minutes from August 13, 2019

Jennifer R motion to approve; Rachelle second. No discussion. Unanimous.

III. Officer Reports

- a. President – *Elizabeth*
 - i. Sent letter of endorsement to RTI International regarding NPSAS 2020
 - ii. Discussion about proposed restructuring on **agenda for October** in person meeting. Will **get something out to the EC before October**.
- b. Past-President – *Rachelle*

- i. Rachelle has the NASSGAP hats so box is good sized. She will somehow transport them to DC. Note: Frank has some leftover black hats he will bring to conferece as well.
- c. President Elect –*Jennifer R.*
 - i. Has a contract for the hotel in Ohio and will compare them to contracts from prior conferences to fully vet. Elizabeth will sign if before October.
 - ii. Will be sending a Roll Call email out to the states requesting information about the one or two most relevant trending issues in their state unless the EC has other pressing topics they'd like discussed. No other topics were presented. Jennifer will ask members to return information to her before the conference.
- d. Treasurer – *Irala*
 - i. There are 36 states renewed membership; 4 associate members and 22 conference payments received
 - ii. Agenda item for October meeting \$111,000 in checking and \$40,000 in savings. Long term we are bringing in more funds than spending. We should discuss.
 - 1. Frank reminded the EC of Todd's lockbox presentation. Irala responded mobile deposit and credit card payments have reduced issues so perhaps a lockbox is not necessary.
 - 2. Elizabeth asked Irala to prepare and distribute a financial statement for the business meeting.
 - iii. Taxes have been prepared and they will be filed within the week.
- e. Secretary – *Jennifer L.*
 - i. Thanks for approving the minutes

IV. Committee Reports

- a. Members at Large/Conference – *Erin & Deena*
 - i. We've experienced issues with the hotel that seem to be resolved
 - ii. Erin will finalize agenda soon and will send out another conference registration reminder.
 - iii. Erin will reconfirm speakers. We currently have 3 slots open.
 - iv. The Conference Scholarship email was sent last week. Rachelle asked to discuss the scholarship during the October EC meeting if we have no responses. Members could consider bringing a second colleague from an organization.

Perhaps we could proactively award a scholarship to new or transitioning members.

- b. ED Technical – Donna not on call
- c. Federal Relations – *Elizabeth McCloud and Frank Ballmann*
 - i. Frank provided an update
 - ii. Frank mentioned General Mark Brown will speak at the conference; he is the COO at FSA.
 - iii. Because this year’s hotel has been less than responsive, Frank will assist Todd in researching future DC conference locations because we may want a different hotel the next time conference is in DC.
- d. Web – *Todd*
 - i. At the May EC meeting, we discussed the possibility of adding some type of active confirmation process of members when a NASSGAP membership is purchased. For example, if Todd purchased an IOWA NASSGAP membership, he would be given the opportunity to review IOWA people listed in the NASSGAP Directory. He could confirm their contact information and whether or not they should still be listed in the directory. Todd put together a flow reviewed by Katie and Jennifer R then presented it to FreshySites. They surveyed other plug in providers to see if there is anything we could utilize. Currently there is no plug in to meet our needs.
 - ii. Todd reminded the EC to send any committee documents for upload to the website and he will get them posted. Minutes have been uploaded regularly. Elizabeth looked for a contract on the website. This is a good reminder we should upload all contracts for the historical value.
- e. Membership – Katie
 - i. Katie forwarded a short report to Elizabeth which is close to Irala’s report.

V. Old Business

- a. Friends of NASSGAP (FON) report. Jennifer R. stated we discussed FON during the May EC meeting. We should update the FON list and make sure we’ve sent appropriate invitations to new FON. All past presidents should be named FON once they are no longer part of NASSGAP.

- b. Inconsistency between friends list in guide and online membership list. Past Presidents are supposed to automatically become Friends of NASSGAP language in guide doesn't quite match bylaws.
- c. Jennifer will send proposals to us so we could possibly approve in October.

VI. New Business

- a. Be sure to send agenda items to Elizabeth before the October EC meeting
- b. No new business presented.

VII. Jennifer L. made motion to adjourn; Erin Klarer seconded. Meeting adjourned at 2:41 p.m.