



NATIONAL ASSOCIATION OF STATE STUDENT GRANT AND AID PROGRAMS
Executive Committee Meeting – Monthly Conference Call
Wednesday, March 18, 2020 – 12 p.m. PST/1 p.m. MST/2:00 p.m. CST/3 p.m. EST

MINUTES

I. Call to Order – many impacted by COVID-19

- *Jennifer Rogers, MS – President**
- *Elizabeth McDuffie, NC – Past President**
- *Todd Brown, IA – President Elect**
- *Leroy Wade, MO – Treasurer**
- Jennifer Lanphear, ME – Secretary**
- *Deena Lager, AZ – Member-At-Large (year 2)**
- *Renee Davis, NV – Member-At-Large (year 1)**
- *Katie Harrison, SC – Membership**
- Donna Thomas, MD – Ed Technical Forms**
- *Elizabeth McCloud, PA – Federal Relations**
- *Ritchie Morrow – NASSGAP Website**
- *Frank Ballmann, NY – Director/Federal Relations**

II. Review and Approve Minutes from February 19, 2020 None provided

III. Officer Reports

a. President – *Jennifer R.*

i. MAY EC

1. The current pandemic will most likely prevent us from meeting together in May for a face-to-face executive meeting.
2. There should be no repercussions with the hotel if we cancel the face-to-face meeting.
3. Jennifer R. proposed we still meet via Zoom.
4. Ritchie proposed we notify Cincinnati there is a strong possibility we will cancel but we will wait 3-4 weeks to see if travel bans have been lifted.
5. Frank proposed we make the decision at the April meeting. Several airlines are allowing cancellation without penalty if processed before April 30.

ii. Travel Policy

1. The language changes made in February did not accomplish the intent to cover travel expenses for spring EC meeting.
2. Change item B on page 13 of User Guide “NASSGAP pays travel expenses for the Executive Committee, committee chairs, and other invited attendees to attend annual stand-alone Executive Committee

meeting” OR “NASSGAP pays travel expenses for the Executive Committee meetings including for committee chairs and other invited attendees to attend both the annual (in-person) stand-alone Executive Committee meeting and for early arrival at the annual conference (i.e. A Monday night hotel room if needed, but not the cost of flights.)”

3. Leroy W moved to adopt the first suggested amended language. Elizabeth McD seconded.
 4. Changes to B.3. deals with the EC meeting that takes place right before the annual conference. “The assistance should be available to all Executive Committee members, including committee chairs or other invited attendees who are not voting members.” The EC agrees we should keep this language which was approved at the February EC meeting.
 - iii. Jennifer R. has a board meeting at the same time as the April 15th scheduled meeting. Meeting moved to April 22nd.
- b. Past-President – *Elizabeth McD*
 - i. Nomination Committee will be meeting in April to entertain nominations for open positions.
 - ii. EC should forward recommendations to Elizabeth McD.
 - c. President Elect – *Todd*
 - i. Getting Ritchie up to speed on web
 - d. Treasurer – *Leroy*
 - i. Treasurer’s report submitted earlier today.
 - ii. Nothing of note.
 - iii. Working on finalizing Treasury Direct with the goal of adding the information to the Treasurers report. Frank mentioned with rate drop don’t feel pressure to move forward.
 - iv. Ritchie asked how much we pay to GBPI. GBPI assists with the survey.
 - e. Secretary – *Jennifer L.* NONE
 - f. Members at Large (Conference) – *Deena & Renee*
 - i. Deena said they would be meeting with Todd regarding use of website to communicate with membership to solicit volunteer committee members and conference ideas.
 - ii. Frank invited Senator Alexander to come for a farewell address. Frank has a number of presenter ideas.

IV. Committee Reports

- a. Web – *Ritchie*
 - i. Ritchie has been working with Todd regarding administrator capabilities
 - ii. Web is ready for membership renewal
 - iii. Jennifer R. thanked Ritchie for stepping into the Web Chair position.
- b. Membership – *Katie*
 - i. Katie will start cross referencing listserv and mail chimp list to ensure both are up to date because these are 2 lists that are maintained separately.
 - ii. Mail chimp list is subscribed to separately from the listserv but both can be subscribed to via the NASSGAP website.

- iii. Reviewed By Laws. We will need to update at least 5 sections and present to membership for approval. Verbiage will be presented to EC for review before moving to membership for approval.
- c. Ed Technical – *Donna*
 - i. Provided Jennifer R with an update. All of the state deadlines were submitted to the Feds.
 - ii. Is there anything else we need Donna to Know? Nothing presented.
- d. Federal Relations – *Elizabeth McC & Frank*
 - i. Elizabeth McC – mentioned NASFAA webinar providing ED guidance issued earlier in the month. In addition to emergency grants to schools there could be R2T4 relief for students. Schools may not need to update cost of attendance. Some of these things could impact state grant programs.
 - ii. Frank provided a federal update.
 - iii. We agreed the national pandemic is new territory for everyone.

V. Old Business

VI. New Business

VII. Adjourn