



NASSGAP Annual Business Meeting
Embassy Suites Chevy Chase Pavilion, Washington, DC
Thursday, October 26, 2017, 4:30 PM

1. Call to Order (Clantha McCurdy) – 4:30pm EST
 - a. Roll call – Sign-in sheet attached.
 - b. **Approval of minutes from 2016 meeting – Motion to approve made by Diane Lindeman, seconded by Marilyn Cargill. Minutes were approved as distributed.

2. Officer Reports
 - a. President (Clantha McCurdy) – Clantha thanked the Executive Committee and all NASSGAP volunteers for their work on behalf of the organization throughout the year. She encouraged involvement by anyone interested and said that members can contact anyone on the Executive Committee for information on how to volunteer.
 - b. Past President (Stephanie Butler) – Stephanie was unable to attend, but Clantha recognized the slate of new officers for the upcoming year and thanked Stephanie and her committee for their work. The following NASSGAP members were elected into office for the 2017-2018 year: Elizabeth McDuffie (NC) as President-Elect and Erin Klarer (KY) as Member-at-Large.
 - c. President-elect (Rachelle Sharpe) – Rachelle announced the dates and location for the 2018 conference, which will be held October 16-19, 2018, in Albuquerque, New Mexico. She thanked Harry Rommel from New Mexico for offering his agency's staff to assist with the conference.
 - d. Secretary (Katie Harrison) – Katie reminded the membership that all business meeting minutes and meeting minutes of the Executive Committee are available via the NASSGAP repository on the website.
 - e. Treasurer (Mark French) – Mark offered a report on the 2017 budget. At the fiscal year end on June 30, 2017, NASSGAP's total revenues were \$9,000 over budget, while total expenditures were slightly over budget by \$2,300 for a net positive revenue. Mark informed the membership that the association had to pull money from reserves to pay for two years' worth of tax auditing due to the business previously used by NASSGAP never completing the prior year audit. Both years have been completed and paid for at this point. There was also money from reserves spent at the 50th anniversary celebration that needed to be accounted for as a one-time expense. Mark made available copies of the current budget.
 - f. Members at Large (Brenda Zastoupil and Jennifer Lanphear) – Clantha informed the association that Brenda was unable to complete her full term as second-year Member-at-Large due to health challenges and that Diane Lindeman agreed to be a special appointee to work with Jennifer in coordinating the conference. Jennifer announced that Members at Large are responsible for representing the NASSGAP membership on the Executive

Committee and invited all members to reach out to her or Erin Klarer during the upcoming year with any concerns or issues.

3. Committee reports

- a. Federal Relations (Frank Ballmann and Ritchie Morrow) – Ritchie reported that the federal relations committee was focused during the early part of the year with the resolution of the FAFSA school list order and surveys associated with that issue, and then shifted their work to NASSGAP’s Reauthorization Priorities and Adult LEAP Proposal, which have both been shared with the membership. Ritchie then gave a well-deserved thank you to Frank and acknowledged all of Frank’s work. Having Frank’s presence in DC has made the federal relations component of NASSGAP’s mission less difficult and more productive. Frank stated he provided his federal report during his conference sessions and invited the membership to contact him at any time with concerns.
- b. Membership (Jennifer Rogers) – Jennifer announced there are currently 43 paid member states and two additional states with outstanding membership balances. There are five associate members. This year, we are up in total membership. Jennifer has been responsible for sending invoices and making sure members have access to their member benefits. She reminded everyone that the NASSGAP member directory is separate from listserv and asked all members to notify her of any changes to staff or email addresses so she can ensure the listserv is correct. Jennifer announced that the membership process is likely to be changing over the next year, and deferred to Julie Leeper for the web committee update for more information. Ideas concerning additional membership benefits can be directed to Jennifer as the membership chair.
- c. Web (Julie Leeper) – The web committee has been working on a completely new website which NASSGAP hopes to roll out in January of 2018. She commended the vendor that was chosen for their work so far and for agreeing to create the new NASSGAP logo. She indicated that the new website will be more user-friendly and member-integrated. Documents will be more accessible to members. Julie thanked all members of the web committee who have assisted with this undertaking. Clantha stated this website redesign has been one of the largest projects in recent history and thanked Julie and her team.
- d. Ed Tech (Donna Thomas) – Donna reported there will be slight changes during the upcoming year regarding state deadlines. She will be communicating with every state to confirm who should be the primary contact for reporting state deadlines. She anticipates she will begin collecting state deadlines by early February 2018. The FSA office prefers collecting this data directly from NASSGAP as a central point of contact. She reminded everyone that there is a short window between the initial email that goes out and the final submission, so please respond quickly.
- e. Conference (Diane Lindeman and Jennifer Lanphear) – Jennifer thanked Diane for stepping in to help chair the conference during the year, and said that she appreciates Diane’s strong leadership and support. Diane thanked Clantha and the Executive Committee for the opportunity to serve and encouraged members to volunteer for the committee if interested. Jennifer said there were 55 total attendees this year, when only 40 were anticipated. A conference evaluation will be sent to attendees following the conference. Jennifer encouraged completion and honest feedback to assist with future conference planning.

4. Other business

a. None

5. Transfer of Gavel (Clantha McCurdy and Rachelle Sharpe) – Clantha announced that the President’s gavel was given to NASSGAP by former NASSGAP President Dennis Obergfell. Rachelle thanked Clantha for her leadership and dedication to NASSGAP over the past year and provided a plaque on behalf of the association. Rachelle transferred Robert’s Rules of Order book to incoming President-elect Elizabeth McDuffie, who will take over as Parliamentarian.
6. **Adjourn – Harry Rommel moved to adjourn the meeting. Frank Ballmann seconded the motion. Hearing no further business, the meeting adjourned at 5:05pm EST.

** action item



National Association of State Student Grant & Aid Programs

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Name (Printed)	State	Signature
Katie Harrison	SC	Katie Harrison
CLANTHA McCurdy	MA	Clantha McCurdy
Deena Lager	AZ	Deena J. Lager
Marilyn Cargill	VT	M. Cargill
Julie Leeper	IA	Julie Leeper
HARRISON Kimmel	NM	Harrison Kimmel
Ashley Reyes	UT	Ashley Reyes
Becky Thompson	WA	Becky Thompson
Diane Lindeman	KS	Diane Lindeman
Irak Magee	OK	Irak Magee
Jennifer Lanphear	ME	Jennifer Lanphear
CATALINA MISTLER	CA	Catalina Mistler
David O'Brien	CA	David O'Brien
Leroy Wade	MO	Leroy Wade
Todd Brown	IA	Todd Brown
Decha Reid	TX	Decha Reid
Mike Solomon	IL	Mike Solomon
Frank Ballman	NY	Frank Ballman
J. Ritchie Morrow	NE	J. Ritchie Morrow
Shannon Price	MI	Shannon Price
CARLA FOLTYN	MI	Carla Foltyn
Ronell Crossley	UT	Ronell Crossley
Elizabeth McDuffie	NC	Elizabeth McDuffie
Kathryn Marker	NC	Kathryn Marker
Susan Degen	DC	Susan Degen
MARCIA M. COREY	VT	Marcia M. Corey
Erin Klarer	KY	Erin Klarer
Brian Underhill	FL	Brian Underhill
Jennifer Rogers	MS	Jennifer Rogers
Renee Davis	NV	Renee Davis
Rachelle Sharpe	WA	Rachelle Sharpe

