

CAFAA EXECUTIVE COMMITTEE MEETING
April 19, 2000

Minutes

The meeting was called to order at 9:13 am by President Jeff Gregory. Executive Committee members present were: Kent Bauer, Nancy Gray, Jeff Gregory, Ruben Guerrero, and Kai-on Johnson. Guests present were: Dave Aker, Jenny Allen, Tresa England, Debbie Erickson, Larry Hollstien, Ellie Miller, Mark Putman, and Kim Rhodes.

Ruben Guerrero moved that the Minutes from the February 25, 2000 meeting be approved. Seconded by Kent Bauer. Approved.

Jeff Gregory reported on the RMASFAA meeting. A number of items which came up were things that we are already doing in CAFAA (e.g. archiving records). It seems that we are on track as a state organization compared to other states.

RMASFAA may start looking for an alternate site in Colorado for Summer Institute (currently held at Colorado College in Colorado Springs). Places suggested were Regis, CSU, or possibly move back to CU in another couple of years.

The RMASFAA newsletter on the web seems to be working well. We may want to consider doing this. Mark Putnam reported that Lynn Tindall and the newsletter committee suggested that we may need to think about outsourcing the CAFAA Crier if we continue with the paper issues or change to an electronic format. Some issues discussed included advertising and individuals' accessibility to PC's. Electronic format is more flexible (e.g. if there is a typo, it can be fixed). If we decide to move in the direction of electronic format, we should let people know and have them notify their sector rep, the CAFAA President, or write on their conference evaluation if this will be a problem for them.

Discussion was held again concerning the age old question -1 vs. 2 conferences. It was recommended that we make a change with the fiscal year change (possibly for 2002). The following suggestions were made: 1) hold a 1-day conference for one of our conferences during the year 2) have the conference at a school instead of a hotel (benefits would be the availability of activities on a campus, cost, reduced panic over having a certain number of rooms occupied at a hotel - individuals would be responsible for making their own hotel arrangements) and 3) change the time frame to May instead of April for a Spring conference. Mark Putnam volunteered to look at the NASFAA web page to see what time frames other states use for conferences. We should be talking to other CAFAA members to see what they think, too.

Jeff Gregory reported that he is working with a group to update the CCHE Handbook. Allocations for AY2000-2001 are forthcoming from CCHE.

Kim Rhodes reported on the Conference. The Committee Fair looks good. She reminded us that the purpose of doing the committee fair is to recruit more members for committees, generate interest in being involved in CAFAA.

Karon Johnson reported that she will continue to plan for conferences in Pueblo and Keystone for 2001. She also reported on the NASFAA Leadership Conference which she and Kent Bauer attended in early March. They

visited with staff members in Diane DeGette and Bob Schaffer's offices. One thing that we may want to look at is our accounting and fiscal practices. A suggestion at the Conference was to have the bank statement sent to someone other than the Treasurer. Karon and Kent will discuss some possibilities and make some recommendations at the next meeting.

Kent Bauer reported that the CPA wants to see some examples of the CAFAA Crier to check the advertising for possible tax issues. Kent distributed the budget and balance sheet for the current year. He indicated that we ended 1999 at -5900 on our tax return.

Jeff Gregory has set up a format for archiving records. UNIPAC could image past records for us. We will be purchasing Office 2000 software. In the future, we may request committee reports on disk so they can be attached to Minutes.

Nancy Gray presented estimates for printing stationery. The group decided that we should get 2,500 sheets printed. We need to add our P. O. Box address and our web site to the stationery. We also need 2 rubber stamps - one with just our address to use with our CAFAA envelopes and one with CAFAA and our address to use on large envelopes and other things. Nancy Gray will get the stamps made. It was also suggested that we get an estimate for 2-pocket folders with the CAFAA logo on the front and our address and web site inside. Nancy will get an estimate for various quantities.

Ruben Guerrero reported on the Master Calendar. Scholarship information will be added for the Fall with FAFSA information added for the early part of the year. There is an Early Awareness Power Point presentation available. Ruben said we should get some information from the state Financial Planners organization to provide when people ask what to do to plan ahead for college costs.

We talked about the NASFAA Q&A site in relation to how we can make our web site more useful. Larry Hollstein said that NASFAA has a group of volunteers they forward e-mails to and the volunteer responds. This is a possible future item for our web site.

Jeff Gregory reported that he had a response from Don Smith concerning the Council of Elders, Don would possibly be interested in the Fall, but cannot commit right now. He suggested that Marv Dunkle might also be interested.

Mark Putman reported that 87% of the registrations for the Spring Conference were on-line. The Executive Committee would like to thank Mark and Art Figel for their hard work on the CAFAA web site.

Ellie Miller reported that her goal as Historian is to put names with pictures from some of the past conferences.

Jenny Allen reported for the Financial Aid Awareness Committee. They are looking at a May or June print date for the following brochures: You Can Go To School, Myths and Realities, and popular web sites. The brochures would be ready for use in the Fall. It was recommended that we put our address and web site on anything we print and distribute. Jenny reported that the new banner which says "Financial Aid Information" is now available for use by CAFAA committees.

Jenny also reported that there will be a regional Parents' Night in Jefferson County at Red Rocks Community College on Nov. 12, 2000. We could have scholarship information from the Diversity Committee available. Help get the word out to people and to high school counselors.

Jenny reported for the SOS Committee. They are requesting an overall review of prices for sponsorships, member vs. non-member rates, exhibitor's rates, program rates, etc. They have also had some discussion regarding the 1 vs. 2 conferences per year in regard to their costs. Jeff Gregory will bring some information from RMAFSA regarding price structure.

Kent Bauer moved and Jeff Gregory seconded to adjourn the meeting of the Executive Committee. The meeting adjourned at 11:28 am.