

Minutes of the CAFAA Executive Committee and Board of Directors Joint Meeting  
Red Rocks Community College  
Lakewood, Colorado  
September 12, 2003

Present: Rick Lee, Linda Crook, John Ceru, Eric Cronkright, James Broscheit, Eileen Griego, Sherry McCullough, Allison Dean, Mary Somero, Lori Gloer

President Rick Lee called the meeting to order at 1:15 p.m.

The agenda for the meeting was reviewed. Lori moved that we approve the agenda and Allison seconded the motion. The agenda was approved.

### **Old Business**

**Policy and Procedures Update:** Marty reported for Ruben that the revisions to the policies and procedures were almost complete. There was discussion on wording regarding how one gets nominated for the Hall of Fame and other awards. The wording will remain the same in the P&P. Rick will provide the final P&P to the membership.

### **New Business**

**Budget Modifications:** In Gary's absence, Rick distributed the most recent CAFAA budget report. According to Rick, the reserve line in the budget has an increase, which is not currently reflected on the report. We are up \$10312 partly due to vendor support and in part due to profit from the spring 2003 conference. We may need to modify the budget to include Gary's purchase of Dreamweaver and Ellie's purchase of a scanner.

**RMASFAA:** There was some discussion on the cost of RMASFAA. Rick and Marty will be attending RMASFAA on behalf of CAFAA.

**"Solutions Seminar"/CAFAA Business Meeting:** Elaine Redwine is hosting Decentralized Training at FRCC on October 23. The topic for the training is student eligibility, cost is \$67, and Teri Dorchuk of FRCC is one of the trainers. The CAFAA Board of Directors/Executive Committee will meet on October 24 from 8:00-9:00 a.m. immediately before the CSLP "Solutions Seminar". The CAFAA Business meeting will be after the Solutions Seminar in the afternoon. CSLP will be covering lunch for all and hotel rooms for those staying over from the 23<sup>rd</sup> to the 24<sup>th</sup>. Marty mentioned that Ruben asked that we remember to recognize the vendors at the Business Meeting since there is no fall conference.

**Candidates for the Fall Election:** Marty reported that we have 1 nomination for president, 2 nominations for vice-president, 1 nomination for secretary, and 1 nomination for treasurer-elect. He asked if we are comfortable with allowing candidates to run unopposed, or should he continue to seek other candidates. Several names were suggested to Marty for him to contact to see if they are interested in running for office. Marty will put a request on the listserv for any nominations, then will announce the upcoming election. He must have biographies on each candidate. The election should begin October 15<sup>th</sup>.

**Nominations for CAFAA Awards:** (Recipients are not mentioned in these minutes in order to keep their names confidential. Their names are in the official minutes).

- 1) **Hall of Fame**
- 2) **Lifetime Member**
- 3) **Tom Monahan Rookie of the Year**
- 4) **Support Staff Person of the Year**
- 5) **Service Organization Rep of the Year**
- 6) **Post Secondary Professional of the Year**

## **Other**

**Fall 2004 Conference Location:** Marty reported that the Sector Reps have advised him that the membership is interested in having the Fall 2004 conference at Vail. He is considering 2 hotels, the Manor Vail and the Vail Cascade. The Manor Vail appears to be more flexible and willing to negotiate. The Vail Cascade is more like a resort. Rick feels that Vail is a good choice as it is centrally located for all the schools.

**Diversity Committee Scholarships:** Eileen reported that Ruben wanted to thank the Service Organization Reps for all the donations they made for the Diversity Committee Scholarships. If anyone would like to donate again, forward to Debbie Frazier or to Eileen Griego.

**Reserve Fund Scholarships:** James reported that the reserve fund awards have been made for this year and that the recipients are Thad Spauling and Debbie Frazier.

James moved that we adjourn the meeting. John seconded. Meeting adjourned at 3:17 p.m.

Minutes submitted by Linda Crook, CAFAA secretary.