

CAFAA EXECUTIVE COMMITTEE MEETING MINUTES  
OCTOBER 1, 1997  
FALL CONFERENCE  
FT. COLLINS, COLORADO

PRESENT: Sylvia Jones, Curt Martin, Peg Mason, Larry Hollstein, Dixie Cirillo, Marschall Smith, Carolyn Giarratano, Mary Bopp, Mary Heidrick, Doug Adler, Laura Edler, Lynn Tindall, Audrey Osswald, Debbie Erickson, Ellie Miller, Gaye Scheafer, Kathy Heinrich.

ABSENT: Susan Smith, Elaine Redwine, Erin Anderson, Mark Putman, Rick Willis, Donelyn James, David Fortune, Judy Ransom, Gary Schleuger, Michelle Curtis, Berrie Clements, Yvette Hunt.

CALL TO ORDER: Peg Mason called the Executive Meeting to order at 9:30 a.m.

MINUTES: Peg Mason entertained a motion to accept the minutes from the August 4, 1997 meeting with corrections (spelling of names). Larry Hollstein moved to approve the minutes with corrections Curt Martin second. Approved.

#### COMMITTEE REPORTS

CONFERENCE COMMITTEE - Dixie Cirillo - The fall conference is underway, everyone can check in at 12:00 p.m. If anyone has questions about the voting or directories they are to see Dixie. Any member wanting to vote in the elections needed to have their membership to Dixie by August. CAFAA members who paid after that date are only excluded from voting in the election. The cost of the mock turtle neck was changed to \$15.00 for easier accounting and record keeping. The workshop for Critical Thinking I and II are a continuation of each other, not two separate workshops. Voting Proxies are to be given to Dixie or Michelle. There are 185 members and 3 lifetime members registered.

DIVERSITY ISSUE - No report

FINANCIAL AID AWARENESS - Debbie Erickson - Financial Aid Call In Night has been set for January 6, 1998. CSLP will allow CAFAA to use the 800 telephone number for calls outside the Denver/Metro area. Debbie and Carolyn will both attend the meetings with the Colorado Council. Carolyn will still plan the workshop and be the representative for CAFAA on the Colorado Council.

HIGH SCHOOL RELATIONS - Carolyn Giarratano - She is continuing to assess the practicality of combining the Financial Aid Awareness and High School Relations committees. She will continue to represent CAFAA on the Colorado Council as long as necessary.

HISTORIAN - Peg Mason reporting - Bernie has done an outstanding job on the commemorative package for the conference.

MEMBERSHIP - Dixie Cirillo - Everything is going well. Lots of late applications for membership. Applications had to be in by August 1, 1997 in order to vote in the election. This is used as an incentive for people to pay early. We currently have over 250 members.

NEWSLETTER - Peg Mason reporting - Mark will be at the conference later. The newsletter went out and it looks great. Mark did an excellent job.

PROFESSIONAL DEVELOPMENT - Lynn Tindall - The August 1, 1997 support staff training went very well. There were 19 attendees, 4 from the College of Eastern Utah. Also, other schools were represented that were not a part of CAFAA. The cost was \$15.00 per person. Participation was good. The next training is scheduled at Community College of Aurora on October 29, 1997. Information is in the registration packets for this conference. There will be representatives from the US Department of Education and Attorney Generals office. Room size is 150 to accommodate the number of people that may attend. They would like to have an additional workshop in Durango. They will do more assessment to see if that would be advantageous. Also based on the suggestions of the Executive Committee and Board, information will be sent to western Kansas and southern Wyoming about the Support Staff Training at CCA. Professional Development Committee is responsible for the Critical -Minking workshop at this conference and it should be good. They also completed a summary of their goals vs. their accomplishments and made some suggestions for next year. Their budget looks good through the end of the year.

REAUTHORIZATION - Larry Hollstein - Reauthorization will not happen this year.

SERVICE ORGANIZATIONS - Doug Adler - Kathy Heinrich will take over as co-chair next year. Kimberly Kastelic-Stames will be the chair. They are still working on getting the "You Can Go to School" brochure to the printer. They suggested that CAFAA store the logo electronically. The Office of the Vice President will find someone to have that done.

TECHNOLOGY - Curt Martin - The Web site has been moved to a new server in Cortez, thanks to Larry. The address will be W W W.CAFAA.ORG. The will go full steam on a list serve. Once a person becomes a member of CAFAA they will be on the list. If they do not want to be on the list serve they will need to e-mail Curt to let him know.

VICE PRESIDENT - Curt Martin - He will have the policy and procedure manual updated by the next meeting. Once everything is done on the list serve, he will put information in the CAFAA Crier on the details on how to get into the web page, etc.

TREASURER - Susan Smith, absent - Peg Mason reporting - Susan has done an excellent job this year and the report was passed out for review.

PAST PRESIDENT - Mary Bopp - Acknowledge to Susan Smith by Mary for all of her help this year. We raised \$27,150 in sponsorships this year and just received a contribution from SIGNA Systems in the amount of \$350 to bring the grand total to \$27,500.

PRESIDENT ELECT - Larry Hollstein - All election materials are in the registration packets

here at the conference. The labels are either on the ballots or on the bio's to identify who can vote. The transition meeting has not been totally finalized. We are looking at November 14th and 15th as the dates for the meeting. The location will be Evergreen, Colorado. Only the Executive Committee and Board will attend the transition meeting. Larry will announce the winners of the election at the Business meeting. There will be a NASFAA decentralized training on November 7th at Colorado College. Mary Bopp will be the CAFAA trainer and Jim Swanson will be the site contact.

SECRETARY - Sylvia Jones - A special recognition to Lynn Tindall and the Professional Development Committee for all of their hard work and information/updates they have submitted to the Executive Committee and Board of Directors. I failed to input their report in the last set of minutes.

PRESIDENT - Peg Mason - A special thanks to everyone on the Executive and Board of Directors. Peg has enjoyed this year as CAFAA President "it has been a challenge and we have a good group."

\*\*\*Recommendation - Doug Adler - CAFAA Conference Committee should be as sensitive as possible when scheduling conferences. A more diverse calendar should be looked at and the culture and needs of all people should be considered.

Peg Mason entertained a motion to adjourn the Executive Committee meeting at 10:16 a.m. Moved by Curt Martin. Second by Larry Hollstein.