

CAFAA Executive Committee and Board of Directors Meeting

October 18, 2006 8:30 am- 12:00 pm  
CAFAA Fall Conference-Glenwood Springs

*In Attendance:*

*Linda Crook, Audrey Osswald, James Broscheit, Carolee Goldsmith, Natascha Ambrose, Aimee Rogers, Elaine Redwine, Thad Spaulding, Debbie Erickson, Rosina Chaparro, Sherri McCullough, Mary Davis, Tammy Dybdahl, Phil Schroeder, Judy Ransom, Kevin Simpson, Tresa England, Karla Nash, Jim Harris, Evan Icolari, Ellie Miller, Sally Schumann, (outgoing)RMASFAA President (spelling)*

*Absent: Jim Harris, Alan Ishida, Rob Drybread, Connie Jaime-Lujan*

- **Welcome:** Linda welcomed everyone
- **Call to Order:** Meeting was called to order by President, Linda Crook
- **Approval of Minutes:** A copy of the September minutes was emailed and hardcopies were made available to everyone at the meeting. James made a motion to approve the minutes, Kevin seconded and all approved.
- **Officer Reports:**
  - President- Linda Crook:
    - A reminder about Decentralized Training being held at Rocky Mountain Art and Design. Verification is the topic. Tammy Dybdahl is the site coordinator.
    - A statement has been drafted by James to add to our policies and procedures. This will be discussed during New Business.
    - Linda wanted to thank everyone who assisted last night putting together all of the Spanish Folders. There is not an evaluation form in the folders. If we submit this as a State project for NASFAA, we will definitely need to have an evaluation put together prior to doing this. Linda had sent out an email for feedback, but there was very little response. High school counselors do not utilize their email very often and also have firewalls that may prevent the evaluation from being received. Judy suggested phone calls to the counselors. We will try this in addition to the email evaluation.
  - Past-President-Audrey Osswald:
    - No Report at this time.
  - President-Elect- Phil Schroeder:
    - Ballot results were received from the Board election. The results will be announced tomorrow.
  - Vice-President- Evan Icolari:
    - Evan is continuing to attend the CCHE Board meetings. They are getting close to a plan for need-based aid for the 07-08 award year. He will continue to send out information when appropriate.
    - The Ad Hoc Legislative Committee will be working on putting together a format for the Legislative Coffee. This committee will need to be approved by the incoming President for next year.
  - Secretary-Carolee Goldsmith:
    - No report at this time.
  - Treasurer- Elaine Redwine:
    - Elaine distributed the budget report that will also be placed on the table at the Business Meeting for all CAFAA members to review.

- Elaine discussed how she is trying to recreate the job description for the incoming Treasurer to have the Treasurer Elect to have more “hands on” assistance with the responsibilities.
    - Rob Drybread’s scholarship was used at RMAFSA. \$600 should be out of Professional Development and the rest out of Fall Conference Committee. Another \$600 will need to be set-aside for Sherri.
    - The guest speaker, Jim Chavez, will have a room paid for out of Professional Development and the Diversity Committee.
  - Treasurer Elect- Karla Nash:
    - No report at this time.
- **Sector Reports:**
  - Thad Spaulding (2-year Public Representative):
    - No report at this time.
  - Tammy Dybdahl (Proprietary Representative):
    - No report at this time.
  - James Broscheit (4-year Public Representative):
    - CCHE has been the presiding issue and Evan has been updating everyone.
  - Natascha Ambrose(4-year Private Representative):
    - No report at this time.
  - Kevin Simpson (Vocational-Technical Representative):
    - It has been a “Banner” year.
  - Judy Ransom (Service Organization Representative):
    - No report at this time.
- **Committee Reports**
  - Aimee Rogers (Annual Conference):
    - 170 people registered for the conference. Two speakers have backed out due to travel issues and the weather.
    - There may be people who cancel and/or do not attend due to the weather. The policy in regard to refunding fees was read to all. The decision for extenuating circumstances is decided by the President and the Treasurer.
  - Rosina Chaparro (Diversity Issues):
    - No report at this time.
  - Mary Davis (Financial Aid Awareness/High School Relations):
    - No report at this time.
  - Ellie Miller (Historian):
    - No report at this time.
  - Sherri McCullough (Membership):
    - We have 98 new members.
    - Sherri has asked for sector representatives to assist with welcoming the new members.
    - New member approved via email on 10/16/06 with a motion from James and seconded by Thad. Affirmative votes from James, Natascha, Thad and Kevin.
      - Sandra Chandler-Toni & Guy
  - Jim Harris (Newsletter Editor):
    - Absent, no report sent.
  - Debbie Erickson (Professional Development):
    - No Report at this time.
  - Tresa England (Technology & Webmaster):
    - The database has been updated and “thank you Alan” for assisting. Tresa has limited time available, so Alan was gracious enough to help out. The membership is now backed up if a restore is needed.

- It has been asked when the appropriate time to add a new member to the database is, when they pay or have been approved for membership? Should we also have a “cut-off” date prior to the conference? Anyone who did not pay by October 1<sup>st</sup> did not receive a ballot.
    - College-Goal Sunday website link is now on our CAFAA site.
    - Alan actually took the time and drove to Rangely to learn the CAFAA website in order to assist.
  - Connie Jaime-Lujan – (Ad Hoc Legislative)
    - Absent, no report sent.
- **Old Business**
  - College-Goal Sunday will have a table with the vendors and will be recruiting volunteers. Many high school counselors have volunteered. We will need more people to assist with the roles that Karon and Lydia have been providing.
  - RMASFAA 2007-We need to stress to CAFAA members to attend next year. 389 people attended the 2006 RMASFAA Conference in Utah.
- **New Business**
  - James drafted the following to be added to CAFAA Policies and Procedures.
    - By-Laws "2.1". Section (d): In general, "Good Standing" is defined as members who are current on their annual dues. More specifically, a member in good standing must be engaged in supporting the mission and vision of CAFAA. Any member's status can be evaluated at any time during the year and not just at time of application. CAFAA reserves the right to decline membership or remove a member in good standing if circumstances or actions that occur within a membership period are not consistent or do not meet the mission and vision of CAFAA as determined by the board.
    - It should be understood that good standing = being paid member.
    - The application process will be the time for them to reapply Bylaws under 2.1 if a membership was denied and/or revoked for any reason.
    - A motion was made by Evan to add to the Policy and Procedures. Seconded by Judy and all approved.
- **Next Meeting Date and Location- December 11, 2006 Pikes Peak Community College**
- **Meeting was motioned to adjourn by Judy, seconded by Natascha. All approved.**