



Executive Council Meeting Minutes

April 27, 2015

Opening

The CASFAA Executive Council meeting was called to order at 9:00am on April 27, 2015 at Courtyard Marriott – Camarillo, CA by 2015 CASFAA President, Sunshine Garcia.

Present

President – Sunshine Garcia
President-Elect – Scott Cline
Past-President – Melissa Moser
VP Federal Issues – Anafe Robinson
Secretary – Thomas Le
Treasurer – Daniel Reed
Treasure-Elect – Dewayne Barnes
CSU Representative – Michelle L. Rodriguez
Community College Representative – Robin Darcangelo
UC Representative – Annie Osborne
G/P Representative – Mary Hoang
Access & Diversity – Robert Weinert
CLFE – Cheryl Barnes
HS Relations Co-Chair – Dennis Schroeder
Training Co-Chair – Kim Thomas

Non-Present

VP State Issues – Beryl Schantz
Proprietary Representative – Lissa Wayne
Independent Representative – Gary Nicholes
2014 Treasurer – Lindsay Crowell
Site Selection – Joanne Brennan

Agenda

- Welcome, Housekeeping & Introductions
- Review & Approve Minutes from January EC Meeting
- Review & Approve Consent Agenda Items
- CLFE Update-Cheryl Barnes
- Segment Updates-All Segmental Representatives
- Federal Relations Update-Anafe Robinson
- High School Relations Update-Dennis Schroeder
- 2016 Elections Update -Melissa Moser
- Post 1040 Update –Kim Thomas
- Treasurer Update-Daniel Reed
- President Updates-Sunshine Garcia
- Budget & Planning-Dewayne Barnes
- Outstanding To-Do Items-Thomas Le
- Federal Update-Bruce Honer

Old Business

Recommended corrections to Jan. 2015 E/C Minutes:

- Add updated CASFAA Newsletter Prices
 - ¼ page \$100
 - ½ page \$250
 - Full page \$500
 - Back page premium \$1000
 - Conference edition front inside 1st page \$750
- Add new pricing for vendors
 - \$1250 Perimeter Booth
 - \$1500 Preferred Location
- Update Treasurer Minutes
 - On a. Recommend that the task of processing of the prior year's audit stay was the past treasurer
 - On c. May work with NASFAA investment firm

Approval of Executive Council Minutes

Motion to approve minutes from January 2015 E/C meeting:

- 1st Motion – Scott Cline, President-Elect
- 2nd Motion – Melissa Moser, Past President
- In Favor - All
- Opposition – None
- Abstentions – None

Motion Pass - 2015 CASFAA President, Sunshine Garcia

Approval of Consent Agenda

Removed from consent agenda for discussion:

- Proprietary Workshop at 2015 Pre-Conference
 - Cut agenda in half on 2nd day as opening day for General Conference
 - Possibly move topics and offer in general session for proprietary track
- CC Breakfast at 2015 Pre-Conference
 - Change time to 9am – 12:30pm
 - Request budget to buy candies to place on roundtables
 - Starbuck cards request for activity – recommend to place in conference budget
 - Create session for CC track for General Conference

Motion to approve April 2015 E/C Consent Agenda:

- 1st Motion – Melissa Moser, Past-President
- 2nd Motion – Dewayne Barnes, Treasurer-Elect
- In Favor - All
- Opposition – None
- Abstentions – None

Motion Pass - 2015 CASFAA President, Sunshine Garcia

New Business

1. Negotiated Rulemaking Update: Scott Cline, President-Elect
 - a. Scott was elected to serve on committee with DOE
 - b. 3rd Round of Negotiating Rulemaking session, Apr. 28 - 30, Washington D.C.
 - c. Technical change to rehabilitated loans
 - d. Default Rate Participation Index Appeal over 30%: during Draft or Final, Available 2016?
 - e. No update regulatory language on IBR program and PAYE
 - f. Wrote WASFAA newsletter article and provided update to membership

2. CLFE Update: Cheryl Barnes, CLFE President
 - a. CLFE: Lenders, Servicers, FA Literacy companies
 - b. CLFE focus last year was about cleaning up and reinventing itself from FFELP industry
 - c. What CLFE should be going forward and offer to CASFAA?
 - d. Common or separate organization?
 - e. As Associate members of CASFAA what value they could provide to CASFAA organization
 - f. What benefits is CLFE receiving back from CASFAA to support their participation of our organization?
 - g. Proposed having a representative of CLFE be a member-at-large on E/C as voting member
 - i. Expanded to include all Associate members, a more diverse representation than former CLFE definitions
 - h. Unite both organization but then CLFE will then be dissolved as an organization as representation would be on council.
 - i. CASFAA 2015 E/C approved to place CLFE representation under Association Services for time being.
 - j. Would involve a CASFAA by-law change and membership vote to add new E/C member-at-large position.
 - k. CLFE would want a similar conversation to propose the same with CCCSFAA E/C.

3. Segment Updates: All Segmental Representatives
 - a. Robin Darcangelo, Community Colleges Segmental Representative
 - i. Meeting next weekend for CCCSFAA E/C transition
 - ii. See attachments to CC segmental report
 - b. Annie Osborne, UC Segmental Representative
 - i. Bringing in Chris Carter as speaker at UC breakfast at conference
 - ii. Wanting a student FA recipient to be part of UC breakfast panel
 - iii. Seeking candidate to run for UC Representative position for 2016
 - c. Michelle Rodriguez, CSU Segmental Representative
 - i. Increase membership to CASFAA
 - ii. Working on conference planning – CSU breakfast
 - d. Robert Weinert, Access & Diversity Member-at-Large
 - i. Got members on committee from last year to serve on committee this year

- ii. Upcoming conference call
- iii. Update ADC webpage
- iv. Developing a webinar training
- v. Seeking committee suggestion for conference session/topics
- vi. Wanting to create an official diversity statement for CASFAA
- vii. Survey members to gather more statistics for A&D
- e. Mary Hoang, G/P Member-at-Large
 - i. Newly appointed to E/C
 - ii. Seeking members for committee
 - iii. Asking assistance for E/C for mentoring
 - iv. Developing ideas and activities for the year
 - v. Schedule conference calls with committee

4. Federal Relations Update: Anafe Robinson, VP of Federal Issues

- a. Committee has been meeting twice a month via conference calls
- b. Few members attended NASFAA leadership in March
- c. Loan Neg. Reg. – Scott Cline has provided update already
- d. Reauthorization is hot topic of discussion
 - i. No Child left Behind
- e. Budget Bill coming soon
- f. HR 83 – Partial ATB reinstatement
- g. Gainful Employment reporting July 1, 2015
- h. College Ratings
- i. Need to update Federal Issues webpage
- j. PAYE update on Neg. Reg.
- k. CA law to pay FWS sick time...not allowed by federal law, exception if FWS is covered by union contract. Accrual 48 hrs / 6 days max. No federal funding is allowed to pay for sick time. Joint call with State Issues Committee.

5. HS Relations Update: Dennis Schroeder, HS Relations Chair

- a. Had 1st pre-meeting planning
- b. Partnering with CSAC with site selection and registration
- c. Last year with site selection issues, CSAC will manage this year as need to secure their trainers
- d. Committee is responsible to create HS presentation and select presenters for each site
- e. Create or utilize CSAC on-demand videos and incorporate into presentation, more time for Q&A
- f. Create HS Relations webpage on CASFAA website
- g. Need to submit budget to CASFAA Treasurer
- h. ECMC has provided printing costs for last 10 years and will continue to partner
- i. \$11k in revenue for last year
- j. HS counselors really love the outreach workshops and publications
- k. Seek vendor supports
- l. Send thank you appreciation cards to all vendors/support from E/C
- m. Need CASFAA liability insurance for sites

6. 2016 Elections Update: Melissa Moser, Past-President

- a. Timeline for elections:
 - i. June 1 Open nominations
 - ii. June 30 Close nominations
 - iii. July 12-13 Review nominations and approve at next E/C meeting
 - iv. Aug 1 Voting Open
 - v. Aug 30 Voting Close
 - vi. Sept 1 Announce new 2016 E/C to CASFAA membership

- vii. Nov. 5 New 2016 EC take office/positions
- viii. Nov. 15-16 Transition Meeting in SF
- b. Need assistance for candidate nominations for State Issues and Treasurer positions

7. Post 1040 Workshops Update: Kim Thomas, 1040 Workshops Chair

- a. Hosted last month 9 in person workshops
- b. 371 registered attendees
- c. 100 new memberships
- d. Moved SD to Costa Mesa site
 - i. 5 SD schools drove up
 - ii. SB drove down
- e. 2 Online sessions held
 - i. Registration link was late
 - ii. Registration closed an 1.5 hr before webinar
 - iii. 36 attendees: 27 in the morning and 9 in the afternoon
 - iv. Exploring to moving to live broadcast in the future
 - v. Solution to cutting cost
 - vi. Fees have never been increased in a long time
 - vii. 11 new members from online registration
- f. Survey membership for feedback
 - i. Suggestion to provide PPT handout ahead of time for note taking
 - ii. If provide ahead of time but then members will cancel...determine happy medium
- g. Writing CASFAA newsletter article

8. Treasurer Update: Daniel Reed, Treasurer

- a. See attached segmental report with attached Profit and Loss and Balance Sheet
- b. Getting expenses categorized in right budgets
- c. Continue to reimburse expenses from last year
 - i. HS Relations
 - ii. 1040 Workshops
 - iii. President's conference expenses
- d. Plug holes in process, registration for membership, conference/events, bill me...never make payments but system confirms registrations.
- e. Conference contracts: Needing large assets, getting deposits down. Fiscal Planning Committee pulling investments out of CD to have money available for future conferences.
- f. We have great return on our investments.
- g. Past Treasurer Lindsay Crowell still completing audit from last year.
- h. CASFAA is audited every year, if contacted answer questions honestly.
- i. Reviewing credit card reconciliation to our Accountant's duties.
- j. Scan receipts and expense report to Treasurer

9. President Update: Sunshine Garcia, President

- a. Working on conference planning, Sunshine, Scott and Dewayne visited Sacramento Site
 - i. Sacramento Hyatt Hotel and Convention Center
- b. Figuring out logistics and Ron Lee completing conference program
- c. Creating leadership tracks
- d. Working on guest speakers and invites
- e. Finalizing CASFAA Conference artwork/theme
- f. Anaheim site confirmed for 2016
- g. Monterey site confirmed for 2017 – 45th Conference
- h. E/C elections coming up and will seek E/C to continue participation
- i. Challenges/Struggles is accountability

- i. Having to-do list and follow up
 - ii. Mentoring new members on E/C
- j. Bringing back newcomer reception at conference
- k. Revive ice breaker and activities at conference
- l. Website, Memberclicks, CVENT – Struggles with Webmaster
 - i. Sunshine has offered to be trained as new webmaster going forward as she transitioned after her presidency
- m. Solidifying Strategic Plan and By-laws
- n. Conference locations: Suggestion was made to Fiscal Planning Committee to take out mandate to alternate conference, one in north and one in south every other year as set in by-laws. Times have changed. Let's review where we receive the best rates and number of attendees. Will need a by-law change.
- o. Tapping into long-term assets. CD was liquidated to pay over budgeted conference bills. \$100k in our checking accounts. Move \$150k from long term asset into a CD so can be liquidated quickly if needed.
- p. Still collecting past due revenue from last year's conference.
- q. Call out to vendors to place ads in Newsletter
- r. Create and sell CASFAA t-shirts to memberships for NASFAA parade march at NASFAA Conference

Follow Up Action Items:

- Change by-laws and send to membership for vote to add new Member-at-Large position to incorporate CLFE representative on E/C.
- Change by-laws and send to membership for vote to take out mandate to alternate annual conference each year from Northern to Southern CA and choose locations that strategically offer the best rates and best show rate of attendees.
- Solidify Strategic Plan and CASFAA By-Laws.
- Finalize decision to move \$150k long term asset into short term CD.
- Create and sell CASFAA t-shirts to members that will be attending NASFAA conference to wear in parade activity.
- Fix 2013 CASFAA Conference Closing Business Meeting Minutes from former Secretary Denise Pena for accuracy. Send to President and Past-President to review for corrections.
- Follow up with Webmaster to archive EC Meeting Minutes and Segmental Reports
- Follow up with Webmaster Kat Williams regarding I-Cloud account.
- Joanne Brennan completed inventory of assets, laptop, scanners, projectors, etc...
 - Need to forward to Treasurer and Secretary

Adjournment

Motion to adjourn Executive Council meeting:

- 1st Motion – Daniel Reed, Treasurer
- 2nd Motion – Annie Osborne, UC Representative
- In Favor - All
- Opposition – None
- Abstentions – None

Motion Pass - 2015 CASFAA President, Sunshine Garcia

Meeting was adjourned at 1:35pm by 2015 CASFAA President, Sunshine Garcia.

The next general meeting will be TBD.

Minutes submitted by: 2015 Secretary – Thomas Le

Approved by: To be approved by 2015 CASFAA Executive Council via Consent Agenda