



MASFAA Board Meeting Minutes

Date: Friday, November 17, 2023

Location: Microsoft Teams Meeting

- Call to order, Crystal Morris called the meeting to order, 10:05 AM
- Establish a Quorum
 - In Attendance: **Crystal Morris**, President; **James Broscheit**, President-Elect; **Louise Driver**, Past-President; **Angela Stillwagon**, Vice President/Secretary; **Darla McCloy**, Member-at-Large; **Atalyssa Neace**, Member-at-Large; **Susie Beardsley**, Treasurer; **Barb Sander**, Member-at-Large
 - Absent: **Heather Tapia**, Associate Member
- Approve Agenda; **approved, all in favor**
- Approval of Minutes from March 13, March 21, and March 23, 2023; **Angela Motioned, James 2nd, motion carried.**

Old Business

- Agenda Updates: James will send the FAFSA simplification flyer to Angela with request to update website.
- Award Certificates: Crystal mailed award certificates, except the award for Patrick Cassidy, who is no longer with MSU-B

New Business

- Angela will confirm whether the membership registration form asks for years of service and email Directors with instructions for updating staff and changing bundle coordinator
- Carol Will, Carroll College, is interested in volunteering for anything MASFAA needs.
- RMASFAA-
 - Crystal Received an email request for a MASFA board member to be on RMASFAA board; Crystal will email the board with details
 - Crystal asked, who should attend RMASFAA conference? Per James, typically President attends or delegates another board member. It is in South Dakota before the MASFAA conference. Crystal believes she should be available to go.
- Conferences
 - In 2027, RMASFAA will be in Montana. We should keep this on our radars, as we will need to take an active roll in planning and executing.
 - Billings as potential location for future Montana conferences: James talked to Directors about it at last meeting. Why Billings? Per Louise, the Billings conference center reached out to MASFAA with a proposal. Barbara commented that it makes sense to compare locations.
 - The 2024 contract with Fairmont is signed. Louise found the proposal from Fairmont for 2025, 26, 27 and will send to the group.
 - James will let us know if/when he needs help with conference preparations
 - James plans to invite NASFAA to do some substantive conference sessions
 - An email will be sent to those registered for the conference requesting who is coming early. We have 5 rooms on the 8th and multiple for the 9th, 10th, and 11th.
- James asked about membership
 - Two Associate positions and the VP/Secretary will be available.
 - Angela will update board members list to include when started and when ending
- We should review the MASFA Policy & Procedures, which needs a refresh. Also review the handbook.

- If the Board is not able to make membership fee decisions, we should discuss voting to give the Board more autonomy.

Budget

- The conference budget is \$5,000. Susie will figure a break even point for the conference.
- Louise mentioned we should include a budget update at each board meeting.

Other Business-

- Confirmation of 2024 MASFAA Conference Dates. It will be April 9-11 with the Board meeting on the 9th.
- Next meeting, December 8th 10:00 AM

Adjourn: 10:30 AM (Crystal Motioned to adjourn, Louise 2nd, all in favor)

Prepared and submitted by Angela Stillwagon