MASFAA Board Meeting

Date: November 1, 2013

Location: Conference Call

1. Call to Order

Leah Habel called the meeting to order

1. Approval of Agenda

Leah asked for a motion to approve the agenda. Candy made the motion. Cindy seconded the motion. Bernie pointed out the date and time needed correcting. Correction was made and the agenda was approved.

1. Approval of Minutes

Bernie made a motion to approve the minutes from the last meeting. Seconded by Nolan

1. MASFAA Finances and Expense Reports
2. Finalize the 2014 budget. Discussion ensued regarding each line item on the budget. Under the Income section: it was agreed to increase associate dues to $2,000, institutional dues should be $1,200, spring conference registration will be kept at $5,000, corporate support should be $3,000, reserves $800, scholarship income should remain $500 for total income of $12,500. Under the Expense section : awards/gifts will remain $350, spring conference will remain $5,000, board mtg & transitional will remain $200, president’s project will remain $100, Gear Up annual contribution (made in October) will remain at $500, a line item for MPSEOC Counselor Update in the amount of $150 was added, miscellaneous was reduced to $150 to compensate for the addition, office supplies will remain $50, NASFAA Leadership conference will remain $1,800, RMASFAA Expenses (President/Past President) will remain $2,200, Minority Summer Institute Scholarship will remain $750, RMASFAA Summer Institute Scholarship will remain $750, scholarships-other (Mick Hanson scholarship for Leadership Pipeline) will remain at $500, for total expenses of $12,500.
3. Officers Reports
4. Past President, Cindy Small – went to RMASFAA conference and reported it was good and received valuable information.
5. Vice President/Secretary, Jessica Francischetti – Nothing to report
6. President-Elect, Tina Wagner – Nothing to report
7. Treasurer, Bernie Warwood – shared balances of MASFAA checking and savings accounts.
8. Member-at-Large, Julie Watson – Nothing to report
9. Member-at-Large, Candi Richardson –MCAN would like to do a combined conference in the future.
10. Associate Member, Nolan Glueckert – Nothing to report
11. President, Leah Habel – RMASFAA conference will be in Utah next year. She attended a pre-board meeting and received training on what her role on the board will entail. A tentative RMASFAA budget was started.
12. Old Business
13. Spring Conference – April 23-25, Fairmont, MT – Tina had nothing to report at this time, but will be meeting with the planning committee soon and will update everyone when specific information is determined.
14. New Business
15. Add MSEOC counselor update fee to budget – was already discussed and approved during budget discussion.
16. Nominations for Next Year’s Board and RMASFAA committees discussion, Cindy will start soliciting names for MASFAA and RMASFAA boards. Asked that people email suggestions to her for MASFAA positions.
17. Audit of Finances – when, where, how – will need to find an accountant willing to go over MASFAA’s books. Last accountant was not paid, but given a $20 gift card. Will need to be audited again at the end of Bernie’s 2 year term.
18. Other – Nolan asked if the Board needed to approve the MASFAA high school night power point presentation. It was pointed out there is a lot of college preparatory information in there now. The power point can be edited as needed by individual presenters. The next Board meeting will be in April at the conference.
19. Adjourn

Nolan motioned to adjourn the meeting. The motion was seconded by Julie.