

Massachusetts Association of Student Financial Aid Administrators

**Annual Business Meeting Minutes
Sheraton Springfield, Springfield, MA**

November 20, 2003

President Susan Stano called MASFAA's Annual Business Meeting to order at 12:20 P.M.

Secretary's Report

Tony Erwin

aerwin@stonehill.edu

Tony Erwin presented the Secretary's report from the annual business meeting of November 2002. There were no corrections. A motion to accept the minutes as presented was offered by Sherri Culp, seconded by Yvonne Gittens and was approved unanimously.

Treasurer's Report

Sherri Culp

sculp@brandeis.edu

Sherri Culp presented the financial statements for FY03 which can be found in the conference packet. Sherri highlighted the reserve figures. MASFAA added \$32,959 to the reserve bringing the total funds held in reserve to \$262,367. Since the goal of having a year's worth of operating expenses in reserve has been met, MASFAA will work to develop new goals for reserves.

A motion to accept the Treasurer's Report as reported was offered by Tony Erwin, seconded by Daniel Barkowitz and was approved unanimously.

Sue introduced the members of Executive Council. Yvonne Gittens is the Past-President, Sherry Andersen is the President-Elect, Tony Erwin is the Secretary, Sherri Culp is the Treasurer, Scott Prince is the Associate Member at Large, Nicole Brennan, Kenneth Burnham, Gail Holt, Cathy Kedski, Scott Jewell, and Donna Wood-Lozier are the Executive Council Members. Sue next requested feedback from the membership and offered all Council members as contacts for any suggestions or ideas for the organization.

Sue reminded everyone that the annual MASFAA awards will be presented at breakfast on Friday.

Yvonne Gittens, Past-President and chair of the Nominations Committee next addressed the meeting. Yvonne introduced the members of her Committee. They are Paul Boyer, Sue Lanzillo, and Shawn Bennett. MASFAA will be electing a President-Elect, Treasurer, and three Executive Council members in the upcoming election. There will be a newsletter article soon regarding the election and information will be posted to the website as well. Yvonne and her Committee are hoping for a large number of nominations.

Sue returned to the podium to thank the MASFAA sponsors as well as those organizations that sponsored the Carnival of Learning. She next asked all MASFAA committee members to stand up and be recognized. Sue encouraged those not on committees to volunteer for service in the future.

Old Business

There was no old business.

New Business

Sue highlighted two proposed changes to the by-laws. She asked everyone to read them and be ready to vote on those minor changes in the upcoming election. The proposed changes are:

Proposed by-law change #1: In order to make the mailing of membership renewals more timely, the following change to the by-laws is proposed:

CURRENT WORDING ARTICLE I, SECTION 3:

Bills for annual membership dues shall be sent by the Chair(s) of the Membership Committee on or about the beginning of May to each member of the Association. Dues shall be payable on or before July 1.

PROPOSED CHANGE TO ARTICLE I, SECTION 3:

Bills for annual membership dues shall be sent by the Chair(s) of the Membership Committee in May to each member of the association. Dues shall be payable on or before July 1.

Proposed by-law change #2: Currently there is no language in the by-laws that addresses procedures should a tie occur in the annual election process. The by-laws also need to be amended to remove language about ballot by mail. The following addition to the constitution is proposed:

CURRENT WORDING ARTICLE II, SECTION 1

Election for officers and the three active member Executive Council positions shall be by a majority of active members voting. If the ballot shall be taken by mail, a majority of those active members who return ballots shall prevail. Election of the Associate Member at Large shall be by a majority of associate members present and voting. If the ballot shall be taken by mail, a majority of those associate members who return ballots shall prevail.

PROPOSED CHANGE TO ARTICLE II, SECTION 1

Election for officers and the three active member Executive Council positions shall be by a majority of active members voting. Election of the Associate Member at Large shall be by a majority of associate members voting. In the event of a tie vote, the President shall cast the tie-breaking vote.

Sue next highlighted the new website. She mentioned that MASFAA has been approved for a planning grant from the Lumina Foundation for a College Goal Sunday project in Massachusetts. Sue concluded by discussing a plan to offer new financial aid administrator training using the NASFAA CORE materials in January 2005.

A motion to adjourn was offered by Sherri Culp and seconded by Tony Erwin. The meeting was adjourned at 12:32 P.M.

Respectfully submitted,



Anthony R. Erwin
MASFAA Secretary