

Final 9/14/04 ae

Massachusetts Association of Student Financial Aid Administrators

**MASFAA Executive Council Meeting
Assumption College
Worcester, MA**

June 10, 2004

In attendance: Sherry Andersen, Dawn Atsalis, Carla Berg Kenneth Burnham, Sherri Culp, Tony Erwin, Yvonne Gittens, Kenneth Hayes, Brian Hodge, Gail Holt, Scott Jewell, Jason Kahn, Cathy Kedski, Shawn Morrissey, Elayne Peloquin, Scott Prince, Susan Stano

Absent: Nicole Brennan, Kate Carnivale, Christopher Earnshaw, Ina Frye, Jennifer Garratt-Lawton, Kathleen Gibbons, David Goldman, Seamus Harreys, Martha Johnston, Allesandra Lanza-Cosgrove, Catherine Miller, Bernie Pekala, Ann Playe, Donna Wood-Lozier

President Susan Stano called the meeting to order at 11:30 A.M.

PRESIDENT ELECT

Sherry Andersen

sanderse@capecod.mass.edu

Sherry reminded everyone that the retreat is August 2nd and 3rd at the Coonamessett Inn in Falmouth. She next announced the new Committee Co-Chairs for next year. They are:

Membership, Diana Beaudoin and Dadizi Baker-Cummings
Public Relations, Kenneth Hayes and Sean Porter
Graduate and Processional Concerns, Elayne Peloquin and Julie Menendez
Government Relations, Bernie Pekala and Eileen O'Leary
Newsletter, Ann Playe and Lauren Urbanek
Professional Development and Training, Carla Berg and Greg Senosk
Early Awareness, Kate Carnivale and Karen Puntillo
Committee to Enhance Ethnic Diversity, Ina Frye and Anya Forrest
Technology, Martha Johnston and Julie Wickstrom
EASFAA, Shawn Morrissey
Development, Nicole Brennan
CORE, Susan Stano
College Goal Sunday, Gail Holt and Sherri Culp

SECRETARY'S REPORT

Tony Erwin

aerwin@stonehill.edu

Tony presented the minutes from the May 13th meeting. A motion to accept the amended minutes was offered, seconded, and accepted unanimously.

TREASURER'S REPORT

Sherri Culp
sculp@brandeis.edu

Sherri distributed copies of the most recent Year-to-Date Budget Income and Expense and Net Worth reports as well as the final 04-05 budget report. Sherri reported that she calculated interest on the Lumina planning grant for February, March and April and added it to the actual grant amount in the budget report. Sherri booked all membership dues received in the last month to 04-05 since these members will receive a full fiscal 05 membership. Sherri reported that we received a \$299 refund on our cancelled bonding insurance policy with Hanover Insurance. Per a vote of the Executive Council via e-mail last month, we paid out two \$3500 FSA Internship Stipends.

Shawn and Tony will get in touch with their financial planning contacts and request that they attend the August retreat so that we can choose a planner and adopt an investment plan. Sherri indicated that transitioning the Treasurer records to Shawn will happen nearer to the retreat than July 1 due to the need for other signatures on the account. Shawn plans to close the account at Eastern Bank and open new accounts at a more conveniently located bank.

A motion to accept the Treasurer's report was offered, seconded, and approved unanimously.

COLLEGE GOAL SUNDAY

Gail Holt
gholt@bu.edu

Sherri Culp
sculp@brandeis.edu

Paul Lynskey, Arturo Iriarte (TERI), Kristi Pierce (HEIC) and someone from HOPE (name still unknown) are part of Steering Committee. Currently developing site criteria. We will be looking at poverty rates as well as rates of students going on to four-year colleges in particular areas of the state. Sherri and Gail distributed a draft copy of program grant application and planning grant report as well. All attendees took time to review both documents and provided immediate feedback. Brian asked if event attendees will be given any publications to take away with them that will tell them what the next steps should be. Ken suggested that we have an "express" area to which families can bring completed FAFSAs for us to review. We hope to submit both reports at beginning of July with the hope that the funds would arrive from Lumina at the end of July. We are working with The Castle Group to determine a PR strategy and a budget. Ann Reed from FAME will be presenting at the CGS Information Session this afternoon and we are hoping to get some guidance from her on budget planning and fund raising. We plan to approach the Lender Consortium to see if we can obtain some financial support from its participating agencies. We have 25 volunteers signed up on the web site to work the CGS event. NASFAA has officially endorsed CGS, both on a financial and coordination basis. They are currently hiring a CGS Program Director.

CONFERENCE COMMITTEE

Jason Kahn
jkahn@collegeloan.com

David Goldman
dgoldman@bentley.edu

Jason passed around the tentative conference agenda. There will be a graduate, novice, and senior tracks. The lunch speaker on the first day will be the highlight of the conference. Sessions on the first day are one hour and all events are scheduled back to back including the evening events. The business meeting will be at lunch the second day and will have the only head table. There won't be any reserved tables other than that at any meal. The Conference dates are November 17-19. Jason discussed the giveaways which will be a white beach bag with the conference logo and a water bottle to go with bubbler stations at the break. Scott Prince asked for at time to meet with the vendors while the vendor area is closed. He and Jason will work on it.

TECHNOLOGY COMMITTEE

Martha Johnston

Martha.Johnston@citizensbank.com

Brian Hodge

b.hodge@neu.edu

Brian reported that CGS now has a prominent link on our home page. The Committee created a search function of the membership that allows you to view a committee's members or to determine what committee a particular person is on. The Committee also created a mailing label utility by which we can print labels via a PDF file or via Excel and mail merge.

Brian is working on the membership database to prepare it for renewal. Renewal can go live on Monday. The 03-04 data will be overlaid by 04-05 data so a backup of 03-04 will be retained in Excel. Brian concerned about beginning the membership renewal process before Diana Beaudoin has been trained. Tony will help her get up to speed.

The Committee purchased a new digital camera. They will retain new pictures on the site for 60 days. Committee members will take photos of schools, etc. to post on the site.

EARLY AWARENESS AND OUTREACH COMMITTEE

Gail Holt

gholt@bu.edu

Kate Carnivale

kcarnivale@brocktonhospital.org

Gail reported that approximately 60 people attended the Journey to College event at Assumption College. Received good feedback from attendees. People from Vermont, Maine and MA. One woman wrote to the provost at UVM to ask the school to work to increase access to college.

PROFESSIONAL DEVELOPMENT AND TRAINING COMMITTEE

Carla Berg

cberg@bentley.edu

Catherine Miller

cmiller@amsa.com

Novice workshop last week went well. 25 to 30 people which is less than normal but a good group of participants. The feedback was positive. The give away at the end kept people there until the end. The wine and cheese went well. Next meeting in July to plan the FISAP workshop, the retreat, and a conference session.

EASFAA

Shawn Morrissey

smorris@frc.mass.edu

Conference was well attended. Shawn is going to the EASFAA retreat this weekend at Lake George, New York. Scott Jewell commented that the sessions were good.

GOVERNMENT RELATIONS COMMITTEE

Bernie Pekala

pekala@bc.edu

Seamus Harreys

s.harreys@neu.edu

Ken Burnham reported that the Committee had a meeting two weeks ago. They talked about OSFA's request for information about students, talked about reauthorization and a lot about campus based aid. There was a message to the list from Eileen O'Leary about SEOG allocations

GRADUATE/PROFESSIONAL CONCERNS COMMITTEE

Christopher Earnshaw
christopher_earnshaw@keybank.com

Elayne Peloquin
epeloquin@admin.nesl.edu

Elayne reported that the Committee has finished its work for the year. Most members are returning next year. They are looking forward to next year the symposium and the conference.

PUBLIC RELATIONS COMMITTEE

Kenneth Hayes
Krh@mit.edu

Dawn Atsalis
datsalis@amsweb.com

Final proposal for the ambassador program was distributed. Ken reported that pending final approval they would like to proceed immediately with this program. Sue asked how they are going to indicate interest in participating in this process. Ken asked for help from the Technology Committee to get this process to be part of the membership renewal process. Brian asked if the ambassador program could be stand alone and not part of membership since he is concerned about adding more things to membership. There could be a separate page that makes the process work similar to the IIN process. Cathy asked if there is a place on the web for people to volunteer aside from the membership renewal process. Dawn confirmed that there is a place for people to volunteer all the time, not just at the renewal state. Brian thinks that the membership process has enough going on and doesn't want to add this as well. Discussion followed regarding the renewal membership process. Jason asked for more information about this program. Sue responded that the program is designed to show new members how MASFAA works and to get them involved. It is not a mentor program or a career opportunity but it could be. Scott Prince asked about associate members. Ken and Dawn replied they would be more than welcome. The written proposal doesn't make that clear. Gail wants to be sure that the new database clearly tracks a new member from a renewal member. Sue wants the request for ambassadors be part of the membership renewal process. Information about the program will be in the new member packets. Shawn asked what format the database is in. Brian doesn't know.

Dawn asked about the logistics for the Fling. Discussion followed. The committee is looking to plan a kick off event for September at their final meeting of the year.

OLD BUSINESS

There was no old business.

NEW BUSINESS

There was no new business.

A motion to adjourn was offered, seconded, and approved unanimously at 2:04 P.M.