



Board Meeting
June 19, 2009
CNM Workforce Training Center
Albuquerque, NM

Present: Janell Valdez, Gladys Chairez, Darlene Ellinger, Amanda Hammer, Betty Dever, Phyllis Henrie and Malea Fowler.

Call to order: Janell called the meeting to order at 8:55 a.m. She asked everyone to tell a financial aid story or something everyone might not have known about them.

Approval of minutes: The minutes were approved with corrections. Motion made by Amanda and seconded by Darlene. Motion carried.

Treasurer's Report: Phyllis distributed the report and discussed the totals in the First Community Bank and Wells Fargo.

- Discussed late billing by SWASFAA for decentralized training in 2008. We charged \$51 per packet but the actual cost for the packets was \$61.
- About 12 institutions have not yet renewed their membership. Discussion ensued about how to encourage these institutions to renew their membership.
- ONNSFSA-Office of Navajo Nation Student Financial Services Association. Encourage them to become members of NMAFSA. They would benefit from being on the listserv.
- Janell suggested sending a postcard to schools in November reminding them to renew their membership for the new year. Amanda mentioned that you can create, design and send postcards from the Post Office website.
- Janell also said she is looking to mail letters to the schools that have not yet renewed their membership for this year.
- The committee asked Phyllis to group the conference committee's meeting bills together.
- Phyllis also reported that the CD she was tasked to research has already been closed.

Committee Reports:

Budget: Betty distributed the budget report. We have a deficit in the budget, discussion ensued about ways to correct the deficit.

- Also, discussed giving a budget to the Outreach & Long Range Planning Committee. It was decided that we will ask Jerry to submit a proposal. The board will then make a decision about funding for the committee.
- Darlene said that our reserve funds are for a rainy day and this is that rainy day. We may need to dip into those reserve funds a little bit this year and next and see what the scenery looks like once everything settles.
- The budget is a work in progress. We will have a better idea what our budget for centralized training will be after NASFAA.

No other committee reports were given.

SWASFAA Update: Gladys reported on the last SWASFAA Board Meeting.

- Each state representative talked about CGS and the plans for the event in their respective states.
- Decentralized Training was discussed and noted that more information would be available after NASFAA.
- They are seeking nominations for SWASFAA. They are still seeking President-Elect and Secretary. The deadline for nominations is June 30th. Darlene has agreed to be nominated as Secretary.

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- Next SWSAFAA board meeting will be September 28-29, 2009.

New Business:

Decentralized Training: Everyone read the NASFAA Proposal. Discussion ensued. Besides cost, Janell asked what questions we have for NASFAA about this proposal?

- Could it be low cost or free for regional and state associations?
- If NMFASFAA would be charged what would it cost each school?
- We won't be able to make a decision until NASFAA makes a final decision about how they are going to structure the training.
- Date, Topic, Cost, Format, just slides or a broadcast?
- We need to be able to tie this into a business meeting.
- Janell will convey the board's comments, questions and concerns to Taina.

Nominations/Elections for 2010:

- We would like to seek nominations for officers earlier. We also want to seek committee volunteers earlier so they will be able to hit the ground running in January.
- We are currently low on volunteerism.
- Need more members for the Membership Committee and the By-Laws Committee, the Nominations Committee and the Legislative Updates Committee.
- It was decided to not fill the Awards and Recognition Committee until January as their work is mainly done directly before the Spring Conference.
- Discussion ensued about who would be good to fill the committee chair positions for each committee.

Old Business:

2009 Conference Recap

- Reviewed the final budget sheet and the evaluations. Great reviews!

2010 Conference Update

- Jessie Sjue is the Conference Chair for 2010. She has decided to use the facilities at her school.
- The conference will be held March 24-25 during their spring break.
- There would be no charge for the rooms or the equipment.
- Jessie is checking on the Hampton Inn and Comfort Inn they are about \$80 per night.
- Discussion ensued about spring break and if having the conference during spring break would reduce our numbers in attendance.
- Discussed possibility of losing affiliate members and the financial ramifications to the 2010 Conference.
- The Conference Committee needs to be prepared to shift gears depending on the changes in the affiliate member category.
- It was decided that the Conference Committee will have \$10,000 total for the conference.
- To stay within budget, we will suggest to the conference committee to start the conference at 1:30 pm and not serve lunch the first day.

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- Game night was fun. We could easily eliminate the reception and just do game night. We will make this suggestion to the Conference Committee.
- For one of the breaks we could ask a local Girl Scout troupe to come in and have a bake sale. People could buy their own break and support the local troupe. This could also tie into our community service project. 4H was also mentioned as a possible group that may want to come in and raise funds through a bake sale.

By-Law's / Policies and Procedures: Amanda distributed the Policies and Procedure..

- Nominees' resumes are to be posted on the website two weeks prior to the election.
- Resume's should be submitted to the secretary before November 20th.
- Duties of the Treasurer-Elect:
 - Assist the Treasurer in all of his or her duties.
 - Reconcile all accounts to monthly statements.
 - Serve as the liaison to the Membership Committee along with the Treasurer.
- Duties of the President Elect will include:
 - Presenting the tentative budget for the year.
 - Plan Annual Transitional Board Meeting no longer called Annual Retreat.
- Updates were made to the P&P in the Treasurer-Elect position, the Annual Retreat, and took out minimum number of committee members.
- Took FA Directors off of Legislative Committee and put them in a consultative role.
- Took out that Past President is the committee chair to the Long Range Planning and Outreach Committee.
- It was decided that the Treasurer will submit updated membership information to the listserv administrator.

Janell sent an letter to Cathy thanking her for her dedication to CGS over the last several years

Tasks:

- Janell will send a letter ONSFAA inviting them to join NMA SFAA.
- Will have the membership committee send out postcards in November about membership.
- Darlene will ask Jerry to write up a proposal for training expenses.
- Janell will submit comments and questions to Taina about NASFAA centralized training.
- Michelle will be asked to serve on the Membership Committee.
- We will all begin putting together packets for committee chairs-the liaisons will be responsible for doing this.
- Will ask Joni and Onorina to serve be on the membership committee.
- Amanda and Malea will work on nominations.
- Phyllis will talk to Annette about insurance for bonding.
- Several of us will contact the schools that still need to renew their membership

Phyllis moved to adjourn and Gladys seconded. All in favor, non opposed. Meeting adjourned at 2.55 pm

Respectfully submitted: Malea Fowler, 2009 NMA SFAA Secretary

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