AASFAA
ARIZONA ASSOCIATION OF STUDENT FINANCIAL AID ADMINISTRATORS

Quarterly Board Meeting
2023-2024 Executive Council
Friday, March 29, 2024

I. **Roll Call/Attendance (*denotes voting member)**:

President* Claudia Rodriguez **President-Elect* Caleb Williams** **Vice President* - Aurie Clifford** **Secretary* -Crystalann Carle** **Treasurer* - Shaundra Coleman** **Rep at Large* -Brenda Keilman** **Rep at Large* Rebeca Ronstadt-Contreras**	**Training Co-Chairs - Aurie Clifford, Josh Edwards** **Communications - Hillary O'Donnell** **Awards & Scholarships - Karla Gonzalez** **Membership -Chandler K** **IT/Web - Melissa Stoddart** **Conference Co-Chair - Rachel Ridout**

Not in attendance: Past President* - Kelly O'Brien,Vender Relations -Dianne Fulmer, Fiscal Planning & Development - Grace Smith Kaus, Treasurer-Elect* - Dilcy Perez-Aceves, Awareness & Outreach - Heather Wickman

Quorum met: Yes

II. Meeting was called to order at 10:06 am

III. Old Business
- Motion by Claudia to approve Minutes from December board meeting presented. Caleb seconded. Minutes approved
- Quarterly Reports:
  - **President:** Finanzlied venue contract, finalizing the catering, will purchase the yap app in April, will be purchase the NASFAA credentials in April as well. Looking to do an R2T4 session or Earn to Learn. Went to WASFAA EC meeting, will be representing AASFAA this weekend at this quarters meeting. Would like to update and consolidate the President's Book.

  - **President Elect:** Receive President's book from Amanda and it has great advice. Elections close tomorrow and we should get results. Will email members and ask for volunteers for committees. Work on having the transition meeting the day or evening before the conference.

  - **Vice President:** No updates, continue working on updating the bylaws.

  - **Treasurer:** Put together a AASFAA Conference Payments of all of the conference payments that have been made. Currently we have $4125 that we have received for conference payments which makes a total of $10,000 in our account. Connected our chase account to our quick books account which makes monthly reconciliation a lot easier.

- **Secretary:** Reach out to Kelly for last years notes and Amanda for the year's before

- **Member at Large:** Still waiting to confirm presenters for the conference. Sent over final quotes for swag and gave Clauida's info for payment.

- **Training**: Worked on updating the website from KASFAA and Citizen's Bank. Added refunding and behavior expectations on the website for the vendors. Looking forward to shadowing the new training chair(s).

- **Awards and Scholarships**: There are quite a few nominations. They are closing on the 15th. There are 6 scholarship applications in total. There are 4 nominations for the John Metley, 5 for Financia Aid Advocacy, 5 for Lifetime Membership , 2 for Rebecca Happel and 1 for Robert Thomspon. Meeting scheduled with committee on March 20th to review. Plaques will be order and meeting with Claudia to finalize committee of the year and other awards.
  ACTION ITEM: Melissa create a code for the scholarship recipients for the website.

- **Conference Committee:** Finanlized the venue, most of the session schedule, still working on swag and finalizing emails.

- Web/IT:

- **Membership:** Looking to do a social event and invite colleges (non traditional schools). Would like to reach out to the 10-20 schools in the Phoenix area that lapsed, so they wouldn't have to make a huge commitment. Would like to stay on this committee next year.

- **Commuincation/Social Media:** Several email communications sent out about conference, awards, nominations and scholarships. Next quarter focusing on conference and promotions. Will also work on communication bylaws so that it's ready to go for transition meeting.

- **Past President**: Worked on nominations for the board. Will close tomorrow. Been attending the conference committee meetings and did the site visit. Next quarter will be working on announcing the new board after the results.

IV. New Business

- Conference Registration is covered for board and committee co-chairs. We should use BOARD2024 to register.

- Hotel Registration will also be covered for board and committee chairs for April 30th and May 1st. We need to get
    - **ACTION ITEM: We need to get a final count on who is staying and what nights.**

V. Meeting Adjourned at 11:20 am.