AASFAA
ARIZONA ASSOCIATION OF STUDENT FINANCIAL AID ADMINISTRATORS

Quarterly Board Meeting
2024-2025 Executive Council
10/14//24

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

President* : Caleb Williams **Past President* : Claudia Rodriguez** **President-Elect* Josh Edwards** **Vice President* : Aurie Clifford** **Secretary* : Hillary O'Donnell** **Treasurer* : Dilcy Perez-Aceves** **Treasurer-Elect* : David Donderewicz** **Rep at Large* : Katy Francis** **Rep at Large* : Rebeca Ronstadt-Contreras**	**Training Co-Chairs – Tia Smith, Esther Cuellar** **Communications – Hillary O'Donnell** **Awards & Scholarships – Karla Gonzalez** **Membership – K. Chandler** **Vendor Relations – Dianne Fulmer** **Fiscal Planning & Development- David Vikander** **Awareness & Outreach – Heather Wickam** **IT/Web - Melissa Stoddart** **Conference Co-Chair – Katy Francis, Rachel Ridout**

Not in attendance: Rachel Ridout, Esther Cuellar, Rebeca Ronstadt-Contreras, Heather Wickam, Dianne Fulmer, Tia Smith

Quorum met: Yes

II. Meeting was called to order by President Caleb at 11:04am

III. Approval of Minutes from previous meeting (July Board Meeting)
- Vice President Aurie motion to approved. President-Elect Josh to second. Previous meeting minutes approved.

IV. Old Business - Quick update from Board Members and Chairs/Quarterly Reports
- **Past President** Claudia: update on CD. It will be rolled over. Have 7 months and then need to decide if want to make a different investment or continue rolling CD over. Claudia working on reconciling budget with Dilcy. Claudia attended the conference committee meeting. She is also working on getting the bank accounts updated with correct people. Claudia and Caleb are attending the WASFAA meeting next week.
- **President:** Caleb: Budget draft being updated. Reviewed expenses and income. Scholarships being looked at and how much to apply to training and conference. Need to decide how to allocate the funds. Costs associated within the committees, trainings, awards, fees, etc. Do we want to continue with plaques or do certificates? AI: Caleb to send out the spreadsheet to the board when finalized. Worked with Claudia and Dilcy on the budget. Worked on the AZ commission/corporation page. Worked with Chase on updating names on the bank accounts. Met with the conference committee.
- **Vice President** Aurie: No updates
- **Conference Co-Chair** Katy: Conference committee meeting has taken place. Currently working to set up a site for the conference. It will be held in northern Arizona this year. Hoping to have keynote speaker by end of November and working on getting ready to start communications on the conference. Looking at possibly May sometime.
- **Rep at Large** Katy: No updates
- **Secretary/Communication** Hillary: No updates as Secretary. Communications chair I have 1 outstanding email regarding the job board. Hillary also has a couple of volunteers for Communications committee that she will be reaching out to.
- **Web/IT** Melissa: Monitoring the job board postings.
- **Training Co-Chair** Josh: Tia and Esther out. NASFAA creditials have been purchased and sent to Tia/Esther. Working to get a training put together. Attending conference meetings as well.

- **Awards & Scholarships** Carla: First meeting scheduled for later this month.
- **Fiscal Planning and Development** David: Will be following up on investing strategies with CD. And learn more about the budget process.
- **Membership** Chandler: wants to look into a membership event to try and get more people to become members. Has an idea for conference to share and post the sessions and possibly be able to allow vendors meet with people virtually.
- **Treasurer-Elect** David: Meeting monthly to reconcile each month and working on getting bank account information. Looking into the bank fees. Whenever a payment is made with card please provide that to Dilcy so that it can be entered into QuickBooks.

V. New Business

- WASFAA Funding approved. Scholarship funding received ($2500). Need to create and application for the scholarship and posting this on the website and sending out communication. AI: Caleb to set up a meeting Training – pay for registration and get credentialed and training for AASFAA the following year. Conference- pay for registration and hotel. Need to finalize this decision and vote ASAP. AI: Katy to work on getting meeting scheduled with training and conference committee.
- VP Elect Aurie: Diversity Activities
  - Is there any room on our website to start sharing some diversity inclusion information? What about a diversity committee or including in bylaws? Claudia says we already have something in bylaws but not created a committee so she will find that info and share it. Aurie would like to brainstorm and talk more about this and how to incorporate diversity more.
- President Elect Josh: Call to vote on the cost for training sessions. $50 for creditials training sessions. Past President Claudia to second. All voted and approved.

VI. Meeting Adjourned at President Caleb 11:59am

- VP President move to adjourn meeting and Past President Claudia to second.