

**IASFAA EXECUTIVE COUNCIL TELENET MINUTES - Approved
September 1, 2004**

President Julie Dunn called the meeting to order at 12:37 p.m.

Members of the Executive Council present were: Nancy **Ankeny**, John **Beneke**, Matt **Brown**, Debbie **Craig**, Julie **Dunn**, Don **Duzik**, Brenda **Easter**, Robin **Fisher**, Tracy **Havener**, Beverly **Hickman**, Catherine **Hoch**, Mary **Jacobsen**, Steve **Loven**, Paula **Mitchell**, John **Parker**, Tracie **Pavon**, Pam **Perry**, Cindi **Reints**, Mary Jo **Smith**, Aaron **Steffens**, Brandi **Stone-Miller**, Jean **Vander Wert**, Gretchen **Zimmermann**.

Julie Dunn requested a motion to approve or correct the August 4, 2004 Telenet meeting minutes. Robin Fisher made the motion to accept the minutes as written. Aaron Steffens seconded the motion. Motion carried.

Treasurer's Report: Robin Fisher/Aaron Steffens

Robin Fisher provided these reports:

IASFAA ACCOUNT BALANCES		IASFAA CASH FLOW	
08/31/04		August 2, 2004 - August 31, 2004	
Bank Accounts		INFLOWS	
Money Market Checking	\$ 67,489.52	DUES	\$8,910.00
TOTAL Bank Accounts	\$ 67,489.52	INTEREST INCOME	
		DIVIDEND INCOME	\$ 41.03
Asset Accounts		TOTAL INFLOWS	\$8,951.03
Discover Bank Greenwood	\$ 15,000.00		
Discover Bank Greenwood DE	\$ 15,000.00	OUTFLOWS	
Gold Bank Leawood Kansas CD	\$ 15,000.00	ASSOC REP	\$ 250.00
TOTAL Asset Accounts	\$ 45,000.00	CMMNTY OTRCH	
		Meals	\$ 55.65
OVERALL TOTAL	\$112,489.52	travel	\$ 72.00
		TOTAL CMMNTY OTRCH	\$ 127.65
		ELECTRONIC SRVS	\$ 74.90
		FINANCE	\$ 654.69
		PROF DEV	
		LEADERSHIP SYMPOSIUM	\$ (50.00)
		TOTAL PROF DEV	\$ (50.00)
		PROGRM COMM	\$ 175.73
		travel	\$ 403.88
		TOTAL PROGRM COMM	\$ 579.61
		SITE SELECT COM	\$ 54.90
		TOTAL OUTFLOWS	\$1,691.75
		OVERALL TOTAL	\$7,259.28

Aaron let us know that as of today, there are 196 paid members.

OFFICERS REPORTS:

Past President: Tracie Pavon no report.

President: Julie Dunn let us know that she attended the MASFAA Retreat. She found out that MASFAA will provide funding for one of our federal trainers this fall.

President Elect: John Beneke no report.

Vice President: Connie Jensen absent, no report.

Secretary: Gretchen Zimmermann no report.

Delegates: Brenda Easter, Amy Gaffney, Jean Vander Wert
Jean Vander Wert reported that the delegates met on the DMACC campus on August 16 to review the treasurer's books. We sincerely appreciate the excellent job that Robin has done to organize the information as it made the review process flow very smoothly. The books were in order, though we do have a few recommendations that we will be writing up in a formal report for our next telenet.

ICSAC REPORT: Brenda Easter reported that the Commission will conduct scholarship and grant training at five sites across the state in September:

September 15	St. Ambrose University
September 16	University of Northern Iowa
September 17	Des Moines Area Community College
September 21	Southwestern Community College
September 23	Buena Vista University

The training sessions will provide hands-on training to college/university officials and focus on recent system enhancements.

In addition, Brenda reported that colleges and universities will soon be hearing from the Commission about completing the Financial Aid survey.

COMMITTEE REPORTS:

Associate Members: Cathy Hoch reported that her committee is working with Debbie Craig on the First Lady's Walk for Dollars for Scholars to be held on October 3rd. This will be IASFAA's volunteer project for the year, and the committee is looking for walkers and volunteers. There will also be a college fair. Chris Keahi is working with the Program Committee to coordinate the charity event (golf outing) at the Fall Conference.

Awards: Mary Jacobsen/Paula Mitchell
Mary reported that Year of Service Awards will be presented at the fall conference. She will be working with Nancy Ankeny on this project.

By-Laws: Delegates no report.

Community Outreach: Tracy Havener/Brandi Stone-Miller
Tracy Havener provided the following report:

Held our first meeting August 2, 2004.

The committee discussed the projects that they will be working on. Those include:

College for a Day

Des Moines, Cedar Rapids, Quad Cities for sure. Sioux City & – Dubuque are still being looked at as we need additional volunteers to help.

Sophomore Follow up event

Financial Aid Awareness Month

Financial Aid Chat Nights

Planning Your Child's Future Booklet

Early Awareness Activity- Make High School Count

Robin Fisher will chair this subcommittee. The event will be held at Luther College in Decorah with the intent to have it in November.

We will meet again on September 22nd and start to dig into these projects.

Electronic Services: Nancy Ankeny reported that 204 individuals have renewed their membership.

Federal and State Issues: John Parker/Matt Brown
John Parker provided the following report:

I. Review of committee goals and activities:

Goal 1: Provide the membership with current information regarding issues pertaining to financial aid at the federal and state levels.

Current Activities:

1. Reauthorization, legislative, and regulatory updates are posted regularly to the list serve.
2. Arrangements are being finalized for Larry Zaglaniczny, NASFAA Director of Congressional Relations, to attend and present at the IASFAA Fall Conference, where he will present a Reauthorization/Legislative Update general session and provide an interest session on a related topic.

Future Activities:

1. Work with the Program Committee to offer a Reauthorization/Legislative Update at the IASFAA Spring Conference.

Goal 2: Provide and promote legislative advocacy opportunities to the membership.

Current Activities:

1. Arrangements are being finalized for the provision of computer at the IASFAA Fall Conference on which attendees can email U.S. Representatives and Senators. Content templates will be provided for the attendees and a prize drawing will be conducted for those who send emails.

Future Activities:

1. Planning is underway for IASFAA's participation in the "Visit the Hill" day that is coordinated by IACAC. John Parker, Steve Loven, and Matt Brown are on the IACAC planning committee for that event. The date of the event will be coordinated with the IASFAA Director's Drive-In Workshop. Current dates being considered for the event are Feb. 16th and Feb. 23rd. IASFAA will offer "travel scholarship" totaling \$375 to FAOs who bring students to the event.
2. Promote legislative contact with State Legislators through individual meetings with FAOs and students within each Iowa legislative district.
3. Promote legislative contact with U.S. Representatives and Senators through meeting with FAOs and students with staff at each legislator's Iowa based office.
4. Promote attendance by FAOs and students at Iowa "town meetings" that are held by U.S. Representatives and Senators.

Finance: Julie Dunn provided the following report from the Finance Committee Meeting, held on Wednesday, August 18, 2004 at NIACC in Mason City.

Julie Dunn, Tracie Pavon, John Beneke, Robin Fisher, Aaron Steffens met and discussed/agreed to the following:

- Reviewed the budget requests. Robin explained the inclusion of funds to purchase a laptop computer and supplies for Treasurer- Elect, after discussion it was decided to remove from budget and to make a special project request for the expense.
- We approved 2004-2005 Budget to present to the Executive Council and will meet again to finalize the Long Range Plan prior at the fall conference.
- Agreed to budget for the Leadership Symposium on an every other year cycle opposite Support Staff Training.
- Will recommend to the Executive Council the creation of a Presidential Task Force to explore and recommend investment options.

Additionally, there was discussion regarding the 2004-05 IASFAA Budget.

Julie Dunn requested a motion to approve the 2004-05 IASFAA Budget. John Beneke motioned and Aaron Steffens seconded. Motion carried to approve the budget.

2004-2005 IASFAA BUDGET

INCOME:

DUES (250 X \$55)		13750
REGISTRATION FEES		
CONFERENCE (excl. exhibit fees)	26600	(140 per conf. @ \$95)
CONFERENCE (exhibit fees)		1250 (\$250 x 5)
DRIVE IN WORKSHOP	600	
NASFAA TRAINING		<u>4695</u>
	Fall only, 45 packets @ \$51, \$20 fee per registrant for refreshments	
TOTAL REGISTRATION		33145
INTEREST INCOME		2000
SPONSORSHIP		<u>11000</u>
TOTAL INCOME		<u>59895</u>

EXPENSES

ASSOCIATION REPRESENTATION	*	4300
ASSOCIATE MEMBERS		700
AWARDS		375
BYLAWS	*	0
COMMUNITY OUTREACH		4000
ELECTRONIC SERVICES	*	3000
EXECUTIVE COUNCIL	*	3000
FEDERAL & STATE ISSUES		625
FINANCE	*	1800
LONG RANGE PLANNING		25
MENTORING TASK FORCE		2350
NOMINATIONS & ELECTIONS	*	0
PROFESSIONAL DEVELOPMENT		
NASFAA TRAINING		4695
DRIVE IN WORKSHOP		400
SUPPORT STAFF TRAINING		1200
OTHER		500
TOTAL PROF. DEVELOPMENT		6795
PROGRAM		29350
SCHOOL RELATIONS		0
SECRETARY	*	0
SITE		600
SPONSORSHIP		<u>500</u>
TOTAL EXPENSES		<u>57420</u>
INCOME/EXPENSES		2445

*Funded by membership dues

Long Range Planning: Debbie Craig

Debbie reported that she submitted a recommendation to Julie Dunn regarding the dissolution of the Long Range Planning Committee and the delegation of the committee's five duties. This will be discussed at the October meeting.

Mentoring Task Force: Mary Jo Smith/Chad Olson

Mary Jo provided the following report:

The Mentoring Task Force held its first meeting on August 16th by teleconference. Committee members are Shelly Brimeyer, Loras, Teresa Frank, WIT, Julie Ntem, AIB, Christina Hlas, Grand View, and Chad Olsen, Iowa State University and Mary Jo Smith, Iowa Student Loan, co-chairs.

It was decided that we will hold our Newcomer's event at a dinner on Wednesday evening at the Fall Conference in Okoboji. This will precede the Presidents Reception. The Newcomers, the Executive Council, and Committee Chairs will be invited to attend to welcome the Newcomers to our Association. A small gift will be extended and a presentation by the Executive Council/Committee Chairs will inform the newcomers of the workings of IASFAA.

Other activities will be planned at our next meeting on September 29, 2004 at ISU.

Newsletter: Heather Doe absent, no report.

Mary Jo reminded us that articles are due Friday, September 10, 2004 for the upcoming newsletter.

Professional Development: Cindi Reints/Pam Perry

Cindi Reints provided the following report:

- Due to job and personal commitments Amy Perrin will not be able to co-chair this committee. Pam Perry has graciously agreed to take on this responsibility.
- NASFAA Training will be held from 1:00 to 5:00 p.m. on Tuesday, October 5th and from 8:00 to 11:00 a.m. on Wednesday, October 6th. The training topic is Student Loan Issues. Training packets will be available October 1 and will be sent over-night to Robert Piechota who is coordinating the training. The cost of each packet is \$51.00. One packet will be available per attending institution. Extra training packets will be available for sale to non-attendees. Per Aaron, payment for the conference registration and the NASFAA training can be combined. Schools will need to provide instruction with the payment so that funds can be appropriately allocated.
- Cindi will be working with Tracy Havener, regarding the five scholarships that will be available for the fall conference.
- A sub-committee meeting for the Support Staff Training will be held on Wednesday, September 8th. They are currently looking at holding the training in November, in Des Moines with a scheduled time from 9:00 to 3:00.
- The Drive-in Workshop will be held in conjunction with the 'Visit the Hill' day.

Program: Lora Juhl/Joan Meyer

Lora Juhl was absent; however she submitted the following written report which was read by Gretchen Zimmerman:

Program Committee report - August 31, 2004

Fall conference planning is moving along - conference call scheduled for Sept 1 to finalize general and interest sessions. We are very excited about the content of the conference this year. We will have a presenter from the Dept of Ed (person yet to be determined) who will be presenting on a few different topics. We are also planning to have Larry Zaglanizcy from NASFAA presenting on Federal and State Issues (thanks to John Parker for coordinating his visit). A new "session" will be offered at the fall conference. We are calling it the Systems and Surveys session. This session is modeled after the "Ask a Fed" at the EAC conferences. We are asking different people/organizations to be available at a table to answer questions that schools may have.

I mentioned in my last report that we hope to have web site for registration ready to go by Sept 6th. Included with the registration information will be expanded information regarding sessions offered and also meals. The additional information regarding sessions offered is to hopefully increase fall registration numbers and the meal information is being offered to hopefully obtain better counts on meals. We will also be sure that the meal information is correct in the registration area of the web site.

Don Duzik added that the Program Committee had their conference call this morning. Mary Ann Deacon will be presenting from the Department of Education. Sessions are slotted and rooms are assigned for the sessions.

School Relations: Steve Loven submitted the following report:

The date has been set for the ICN guidance counselor training. It will be on Thursday, November 4th. The sessions will be similar to last year: The Basic Financial Aid Process, Financial Aid Updates, FAFSA on the Web, and ICSAC update. The final session will be on comparing financial aid awards and the impact of private scholarships. We have asked Tracie Pavon to present this session.

The financial aid night on the ICN has been set for Thursday, January 27th. The evening will be divided into 2 sessions: Going over the general financial aid process and completing the FAFSA. We will originate the program from Valley High School in West Des Moines. Connie Jensen will help me present this program.

The mailing to the counselors will go out tomorrow. We have secured 27 sites over the ICN network. We will be contacting IASFAA members to serve as site hosts for the program. Again, we thank ICSAC for their generous support of the ICN programs.

Site Coordinating: Don Duzik reported that he is looking at sites for the spring conference in Mason City, Des Moines and Ames. The cost of meals usually drives the conference location. He is looking at dates in March but may need to look to April.

Sponsorship: Bev Hickman reported that there are currently three gold sponsors for the fall conference. They would like to put a list of sponsors on the website, plus they are planning a slide show for the fall conference.

OLD BUSINESS: None

NEW BUSINESS: Robin Fisher discussed the need for the position of Treasurer-Elect to have a laptop computer. This will enable Aaron, as Treasurer-Elect, to more effectively do the tasks of the position, since he will be tracking funds received by the organization. She priced laptops and found a good deal through Dell for \$1600.

Tracie Pavon made a motion to approve the special project request for the laptop. John Beneke seconded. The motion carried.

Robin Fisher made the motion to adjourn the meeting. Aaron Steffens seconded the motion. Motion carried.

Meeting adjourned at 1:33 p.m.

Respectfully submitted,
Gretchen Zimmermann
Secretary