

WyASFAA 2021 Annual Business Meeting
Zoom Meeting
April 15, 2021

Attendees: Brandi Payne Cervera- LCCC, Lacey Shandera- LCCC, Rebecca Jones- LCCC, Carissa White- LCCC, Michelle Scott- CWC, Scott McFarland- CWC, Tasha Plumb- CWC, Kathryn DeWitt- CWC, Shelby Garner- CC, Shannon Eskam- CC, Laurie Johnstone- CC, Christina Grammens- NWCCD, Heidi Balster- NWCCD, Brenda Haseman- NWCCD, Aaron Odom- NWCCD, Kiley Dodson- NWCCD, Chanda Richards- NWCCD, Susan Stephenson- EWC, Holly West- EWC, Ronda Jackson- UW, Laurie Jaskolski- UW, Laura Barton- UW, Matthew Kanaly- UW, Monique Henley- UW, DeeAnna Archuleta- WWCC, Anne Shipman- WWCC, Cedar Wiseman, Evelyn Vigil

- I. Call to order 10:01 am
- II. Approval of minutes:
Brandi introduced and made call to approve minutes, Shelby asked to correct Lacey's school. Brandi called to approve amended minutes, DeAnna moved, Shelby seconded, motion passed.
- III. Approval of agenda:
Brandi introduced and called to approve agenda
Shannon moved, Scott seconded, motion passed with no revisions
- IV. President's report- Scott McFarland
 - a. The handbook has been completed for state delegates to the RMASFAA board
 - b. The RMASFAA conference moved to Nebraska for 2021 and will be a joint effort between Wyoming and Nebraska
 - c. Scott has taken a new position at CWC, so Brandi will finish his term as the Wy delegate on the RMASFAA board.
- V. Treasurer's Report- Heidi
 - a. Beginning balance \$11,682.34
 - b. New balance \$12,418.97
 - c. New goals- research getting a debit card in place of checks
 - d. Focus on corporate sponsorship and membership
- VI. Committee Reports
 - a. Conference Committee- There was no conference in 2021. We hope to be back in person in 2022. The president-elect normally serves as the chair for the conference, we will vote toward the end of the meeting.
 - b. David Bartlett with ED has offered training in lieu of the conference for WyASFAA, please contact Brandi with topic ideas by the end of April if it is something we would be interested in doing.
 - c. Website- Heidi- not much new with the website, Heidi is working on basic updates and hopes to do more with it as we reach a new normal.
 - d. Communication- Shelby- nothing new to report
 - e. Policy- Susan- no update
- VII. Unfinished Business
 - a. Policy and Procedures Manual- committee will plan to start back up

- b. Newsletter- Switch to quarterly instead of monthly- contact Shelby with ideas
- c. Monthly Director calls have been happening pretty regularly
- d. Quarterly Director Calls- didn't happen last year; Brandi plans to start over the summer- the hope is that meeting more frequently will increase participation and volunteerism.
- e. Treasurer Debit Card- Heidi addressed this in her updates

VIII. Long Range Goals

- a. HS Counselor Workshop
 - i. LCCC didn't host due to COVID
 - ii. CC did not host due to COVID and focus on SOAR program for the next couple of years
 - iii. CWC did not host due to COVID, may send email to counselors and plans to host in 2022
 - iv. EWC did not host this year due to low interest. Plans an in-person event for 2022
 - v. NWC- no report
 - vi. NWCCD- did not host due to COVID, considering an in-person event for 2022
 - vii. WWCC- did not host due to COVID as well as changes in the admission office. Considering doing just a financial aid piece for 2022
 - viii. UW- no report
 - ix. Is there interest in doing something as a collective effort? Suggestion was to discuss this during quarterly calls.
- b. Strategic Long-Range Plan- was intended as discussion during quarterly calls- designed to help us decide our purpose as an organization.
- c. Summer Institute Scholarship and Leadership Expo
 - i. Last year was proposed for SI scholarship to be open to all members
 - ii. Should review annually since it is based on current budget
 - iii. Could be application based
 - iv. Upcoming SI is
 - v. Do we have funds?
 - 1. Heidi says we should look into it
 - 2. Susan says cost is \$200 cheaper this year and priority registration is end of April
 - vi. Brandi asked for a volunteer to put a simple application together
 - vii. Susan suggested that interested parties should email Brandi due to time constraints
 - 1. Brandi agreed and asked that interested parties explain why they would like to go/how they would benefit.
 - 2. Applications would be due to Brandi by 4/23/21
 - viii. We can discuss Leadership Expo at a later date.
- d. NASFAA conference is going virtual this year \$99 per institution

IX. New Business

- a. Dues Review
 - i. Brandi recommends keeping dues flat- all agreed to keep dues as is.

- b. Establish Conference Committee Chair
 - i. Susan nominated Brenda. Brenda accepted nomination. Brandi, Shelby, and Heidi volunteered to help.
 - ii. Susan moved to accept, Scott seconded, motion passed.
- c. Establish Website Committee Chair
 - i. Heidi volunteers as chair, Rebecca Jones will help. Rebecca moved to approve, seconded by ? Motion passed
- d. Establish Communication Committee Chair
 - i. Shelby volunteered, Susan moved to approve, DeAnna seconded, motion passed
- e. Establish Policy and Procedures Committee Chair
 - i. Susan volunteered as chair with DeAnna and Shannon to help. Rebecca moved to approve, seconded by ? motion passed.
- X. Next Year's WyASFAA 2022 Conference
 - a. April 21-22, 2022 in Casper
 - b. Hathaway Meeting April 20, 2022
 - i. Brandi has already reached out to Brad
- XI. HEERF Funding Update- CARES, CRRSA, ARP Funding
 - a. Most schools are wrapping up round 2 and getting ready for round 3.
 - b. Schools will have a year to spend ARP funds and are expecting larger allocations than previous rounds
 - c. Directors have been meeting monthly
- XII. RMAASFAA 2021 Update- Susan and Shannon
 - a. Will be presented both in-person and virtually this year
 - b. In-person event will be at the Embassy Suites in downtown Omaha, NE October 10-13, 2021
 - c. Some sessions will not be available online
 - d. Planning on a Safe Zone pre-conference training
 - e. We would really like Wyoming people to present, email topic suggestions to Susan.
 - f. Panels are a great way to get started with presenting.
 - g. Still need help on the committee
 - h. Credential sessions will only be available to those attending in-person
 - i. The Leadership Pipeline application is available through July 12th.
- XIII. Other-
 - a. Shelby asked for chat list of attendees for this meeting
 - b. Brenda found that the Leadership Expo was virtual this year with 3 different levels. Susan said it was cheaper but not as good. Takes place end of February or first part of March.
- XIV. Call to adjourn 10:50 AM