

**NeASFAA**  
**Board of Directors Meeting**  
**Tuesday, June 20, 2017**  
**College of Saint Mary, Omaha NE**

Present: Stacy Dieckman, Marty Habrock, Heather Kester, Kent Wolfe, Sara Nordquist-Davis, Beth Sisk, Sarah Standley, Diana Oglesby, Jodi Vanden Berge, Bailey Jorgensen, Ritchie Morrow.

Call to Order

Stacy Dieckman called the meeting to order at 9:40 a.m.

Approval of Agenda. Motion to approve the agenda by Beth, second by Heather. Motion carried.

Approval of minutes from March 31, 2017. Motion made by Kent, second by Heather. All approved. Minutes approved.

**Officer Reports:**

**President, Stacy Dieckman:** Written report. Suggestion to create Dropbox folder to keep advocacy letters sent by NeASFAA.

**President Elect, Marty Habrock:** No report.

**Past President, Beth Sisk:** Written report.

**Treasurer, Janice Volker:** Written report. Marty added as a signer for NeASFAA bank account as of 6/19/2017.

**Secretary, Sara Nordquist-Davis:** No report

**Sector Representative Reports:**

**Private Career, Heather Kester:** No written report. Will be discussed in New Business.

**Two-year Public Institutions, Diana J Oglesby:** Written report.

**Private Colleges and Universities, Taryn Rouse:** Written report.

**Four-year Public Colleges and Universities, Sarah Standley:** Nothing to report.

**Associate Membership, Kent Wolfe:** No written report. Kent brought forth question about how do we keep sponsorships. During the Associate Members Sector meeting, there was concern by vendors about justifying with their companies coming to the conference. Vendors said that people weren't stopping by. It would be easier if they can be on the agenda for the conference. They would like the Attendee List prior to the conference. Vendors would also like more recognition during General Session.

**Committee Reports:**

**Association Governance, Beth Sisk:** Nothing to report.

**Corporate Development, Jodi Vanden Berge:** Nothing to report. Needs a Vice Chair.

**Finance and Audit, Lisa Gdowski:** Nothing to report. Needs a Vice Chair.

**Membership Connections, Erinn Brauer:** Written Report.

**Nominations and Elections, Marty Habrock:** Nothing to report. Requesting number of members needed for each committee. Only two volunteer sheets have been received. Suggestion to reach out to List Serv.

**Professional Development & Recognition Committee, Bailey Jorgensen.** Written Report.

- Has some location options for spring 2019 conference but would like to have someone look at site Grand Island site, the Quality Inn.
- When the committee meets, they will discuss locations for the credential trainings. Committee plans to offer 10 credential sessions this year. Stacy will email NASFAA to find out when 2018 credential training will open.
- NASFAA can't send anyone in person to the spring conference, but can do virtual session.

## **Continued Business**

### **Fall Training & Spring Conference:**

- Discussed adding Co-Chair (still keeping Vice Chair) for PDRC, which would make a two-year term for each co-chair. Duties could be split between the co-chairs. This change would need to be added to Policies and Procedures. Association Governance will look at the language in the policy and procedures and will bring suggestions back to meeting in October.
- Thinking about adding credential training in Kearney. Asking to have one in western and one in eastern Nebraska. Could reach out to surrounding states if they would be interested in attending training.

### **How do we get our sectors to respond and participate?**

- Suggestion for sector reps to send recap or minutes from the board meetings. Heather sent her sector a recap from conference. Suggestion to send NeASFAA correspondence to list of members, not just who is on Listserv or voting member.
- Stacy will reach out to Erinn to send years of service and contact information from the Excel spreadsheet from Membership Connection so members can update their information. Need dates for the people that are missing the years of service.
- Discussion on using Bailey's questionnaire again for New Members and send to all Members as an introduction. Bailey suggested Sector Reps sending these out instead of Membership Connections.
- Suggestion for someone to click on every single item on the website to help clean up the site. Stacy will ask Membership Connections to clean it up.
- Suggestion to add link to NeASFAA correspondence to send members to NeASFAA website.
- Stacy would like Sector Reps to have a conference call to generate and share ideas.
- Discussion on need for more committee members for Membership Connections to help go over website and make sure it is updated.

**Consider two-year term for Secretary.** Association Governance will look at the secretary term length for other boards. Additional training for the secretary was suggested, including inviting the Secretary elect to the two meetings before their position begins.

## **New Business**

**Private Career Sector:** If Purdue acquires Kaplan, what will happen with the Private Career Sector? Members from Kaplan have been the only NeASFAA volunteers in the recent past from Private Career Sector. Suggestion to combine Private Career and Private Colleges and Universities into one sector. This would require a change to the by-laws and vote by the membership. Reach out to members to see what their input/feedback is about the potential change. Have Heather and Taryn reach out to their sectors.

**FAFSA Data:** There were a lot of questions about Mary Sommers' presentation about schools' use of FAFSA data in reporting. There is a concern about reporting required by some Nebraska organizations that might require releasing student PII information from the FAFSA. Should NeASFAA reach out to each organization requesting data to ensure their reporting can be completed without schools sharing PII on students? Marty said at UNO their lawyers were involved with their decisions and process to release required information so each school might want to talk to their own attorneys. NeASFAA's role should be to offer another training session. Maybe at fall training?

Beth motioned that meeting be adjourned. Heather second. Motion carried. The Board meeting was adjourned at 12:45 p.m.

Respectfully Submitted,  
Sara Nordquist-Davis, Secretary



June 20, 2017

President Report – Stacy Dieckman

NeASFAA Board of Directors of Meeting

The past few months I have worked on a few things for NeASFAA. With Beth's assistance we sent a letter to Senator Sasse in support of the Perkins Loan Extension Act and we emailed Congressman Mark Pocan with a statement of support.

Other advocacy efforts that I responded to on behalf of NeASFAA was a request by Sarah, our 4 year public sector representative. We sent letter expressing gratitude to Don Bacon's office for supporting the federal spending bill for FY17, which included the restoration of Year-Round Pell and allowed us to receive final campus-based aid allocations. We sent a letter expressing gratitude to Adrian Smith's office for supporting the federal spending bill for FY17, which included the restoration of Year-Round Pell and allowed us to receive final campus-based aid allocations. We also sent a letter of gratitude to Betsy DeVos and the Department of Education for verification flexibility due to the outage of the IRS Data Retrieval Tool and the expected return of the IRS DRT for income-driven applications by the end of May,

I also followed up on some request from our memberships and developed today's agenda based on those request.

Respectfully submitted,

Stacy Dieckman

NeASFAA President



June 19, 2017

Past President Report – Beth Sisk  
NeASFAA 6/20/2017 Board of Directors meeting

The RMASFAA Board of Directors conducted three online votes since our last BOD meeting in March. The first vote was to approve Lynnes Welding Training for membership to RMASFAA. Lynnes Welding Training is located in Fargo, ND.

The second vote was to approve an increase to the DMCI budget to cover two Summer Institute and two RMASFAA Conference scholarships. This is not an increase to the number of scholarships offered, the 2017 approved budget did not cover the full cost of the registration and travel for the four scholarships. The vote also moved the Leadership Pipeline scholarship from the DMCI budget to the LP budget. The management of the LP scholarship will move to LP from DMCI.

The third vote was to approve the 2018 Summer Institute site at Colorado College in Colorado Springs. Colorado School of Mines, Colorado College, and Creighton University were considered for potential locations. An ad hoc committee did site visits. This is a one-year contract, unlike the current three-year contract which ended in 2017 with School of Mines. A one-year contract was not an option at Mines, but gives the opportunity to evaluate the site at CC after one year if a change is needed.





Treasurer's Report

June 2017

1. CD Balance – 3 of the 4 CD's have been switched to 16/18-month CD, increasing the interest rate. As others renew they will be reviewed to determine if better rates can be secured.

<b>Account #</b>	<b>Bank</b>	<b>Length</b>	<b>Rate</b>	<b>Maturity Date</b>	<b>Value</b>
CD 3-057-9044-4270	US Bank Union	12 months	0.10%	01/03/18	\$19,779.42
CD #576620	Bank Union	18 months	1.20%	04/05/17	\$14,414.91
CD #580134	Bank Union	18 month	1.00%	11/19/17	\$27,433.92
CD #586665	Bank	16 month	1.00%	02/18/18	<u>\$29,847.55</u>
					<u><b>\$91,454.17</b></u>

2. Balance Sheet
3. Profit and Loss Statements
4. Non-Profit Corporation Biennial Report – was filed



**Profit & Loss Budget vs. Actual**

Cash Basis

July 1, 2016 through June 15, 2017

	Jul 1, '16 - Jun 15, 17	Budget
<b>Income</b>		
Credentialing Income		
Administrative Capability	300.00	0.00
Federal Methodology	270.00	0.00
Packaging	300.00	0.00
SAP	1,170.00	0.00
Student Eligibility	1,140.00	0.00
Verification	1,470.00	0.00
Credentialing Income - Other	0.00	2,100.00
<b>Total Credentialing Income</b>	<b>4,650.00</b>	<b>2,100.00</b>
Early Awareness	0.00	0.00
Exhibitor Fees	0.00	1,290.00
Fall Workshop	3,350.00	3,500.00
Interest Income	12.61	0.00
Membership Income		
Late Fee	350.00	0.00
Membership Income - Other	11,050.00	10,625.00
<b>Total Membership Income</b>	<b>11,400.00</b>	<b>10,625.00</b>
Miscellaneous (Philanthropy)	0.00	0.00
NASFAA State Award	0.00	0.00
NeASFAA Grant	0.00	0.00
Other		
Intuit	0.00	0.00
Other - Other	0.00	0.00
<b>Total Other</b>	<b>0.00</b>	<b>0.00</b>
Refunds	-150.00	0.00
Reserve Debit*	0.00	4,737.00
Shirts	0.00	0.00
Special Projects Income	521.00	0.00
Sponsorships	0.00	0.00
Spring Conference	14,310.00	12,000.00
Support Staff Workshop	0.00	0.00
<b>Total Income</b>	<b>34,093.61</b>	<b>34,252.00</b>
<b>Expense</b>		
Ad Hoc Committee		
Ad Hoc Comm--Reauthorization	0.00	0.00
President/BOD Project	0.00	0.00
Ad Hoc Committee - Other	0.00	0.00
<b>Total Ad Hoc Committee</b>	<b>0.00</b>	<b>0.00</b>
Association Governance		
Meetings	0.00	0.00
Association Governance - Other	0.00	0.00
<b>Total Association Governance</b>	<b>0.00</b>	<b>0.00</b>
Awards		
Fun Awards	0.00	0.00
Prestige Awards	525.85	520.00
Support Staff Awards	0.00	0.00
Awards - Other	0.00	0.00
<b>Total Awards</b>	<b>525.85</b>	<b>520.00</b>
Certificate of Deposit	0.00	0.00
closed 7 Month CD US Bank	0.00	0.00
closed 9 Month CD Union Bank	0.00	0.00

**Profit & Loss Budget vs. Actual**

Cash Basis

July 1, 2016 through June 15, 2017

	Jul 1, '16 - Jun 15, 17	Budget
<b>Communications</b>		
Miscellaneous	0.00	0.00
NECOLLEGEHELP Book Giveaway	0.00	0.00
Newsletter Redesign	0.00	0.00
Photocopy	0.00	0.00
Postage	0.00	0.00
PR Campaign	0.00	0.00
SOCS Annual License Fee	0.00	0.00
Stationery	0.00	0.00
Website Domain Fees	0.00	0.00
Website Redesign	0.00	0.00
Communications - Other	0.00	0.00
<b>Total Communications</b>	0.00	0.00
<b>Corporate Development</b>		
Postage	0.00	0.00
Corporate Development - Other	0.00	0.00
<b>Total Corporate Development</b>	0.00	0.00
<b>Leadership Development</b>		
Lodging	538.16	0.00
Meals	86.47	0.00
RNASFAA Registration	0.00	0.00
Travel	61.16	0.00
Leadership Development - Other	0.00	0.00
<b>Total Leadership Development</b>	685.79	0.00
<b>Membership</b>		
Printing/Postage	0.00	25.00
Stationery	0.00	0.00
Welcome Project	30.24	100.00
Membership - Other	-200.00	0.00
<b>Total Membership</b>	-169.76	125.00
<b>Miscellaneous</b>		
Memorials	0.00	0.00
Other	0.00	0.00
Philanthropy Project	521.00	0.00
Miscellaneous - Other	0.00	0.00
<b>Total Miscellaneous</b>	521.00	0.00
<b>Miscellaneous (Philanthropy)</b>	0.00	0.00
<b>Past-President</b>		
Travel	0.00	0.00
Past-President - Other	0.00	0.00
<b>Total Past-President</b>	0.00	0.00
<b>PDC</b>		
Credentialing		
Breaks	61.05	200.00
Credentialing Materials	1,300.00	1,000.00
Facility Expenses	0.00	300.00
Trainer Expenses	0.00	500.00
Credentialing - Other	0.00	0.00
<b>Total Credentialing</b>	1,361.05	2,000.00

**Profit & Loss Budget vs. Actual**

Cash Basis

July 1, 2016 through June 15, 2017

	Jul 1, '16 - Jun 15, 17	Budget
<b>Fall Institute</b>		
Door Prizes	0.00	0.00
Entertainment	0.00	0.00
Meals/Breaks	739.35	1,400.00
Meeting Room Charges	0.00	300.00
Miscellaneous	0.00	0.00
Printing/Postage	0.00	0.00
Speaker Expense	429.92	500.00
Fall Institute - Other	0.00	0.00
<b>Total Fall Institute</b>	<b>1,169.27</b>	<b>2,200.00</b>
<b>Guidance Counselor Workshop</b>	<b>0.00</b>	<b>0.00</b>
Meeting Expense	269.21	350.00
<b>Spring Conference</b>		
Attrition/Penalty	0.00	0.00
Audio/Visual Needs	425.24	550.00
Door Prizes	0.00	0.00
Entertainment	328.50	1,000.00
Meals/Breaks	15,521.97	12,600.00
Miscellaneous	988.80	0.00
Printing/Postage	225.48	500.00
Refunds	150.00	0.00
Speaker Expense	3,032.16	4,000.00
P - Prestigious Awards	14.21	0.00
Spring Conference - Other	0.00	0.00
<b>Total Spring Conference</b>	<b>20,686.36</b>	<b>18,650.00</b>
<b>Support Staff Workshop</b>		
Attendee Materials	0.00	0.00
Door Prizes	0.00	0.00
Meals/Breaks	0.00	0.00
Miscellaneous	0.00	0.00
Postage	0.00	0.00
Speaker Expense	0.00	0.00
Support Staff Workshop - Other	0.00	0.00
<b>Total Support Staff Workshop</b>	<b>0.00</b>	<b>0.00</b>
<b>Training</b>		
Committee Lunch	0.00	0.00
Decentralized	0.00	0.00
Title IV	0.00	0.00
Video Conference	0.00	0.00
Training - Other	0.00	0.00
<b>Total Training</b>	<b>0.00</b>	<b>0.00</b>
<b>PDC - Other</b>	<b>0.00</b>	<b>0.00</b>
<b>Total PDC</b>	<b>23,485.89</b>	<b>23,200.00</b>
<b>President/President Elect</b>		
Board Meetings		
Meals	500.00	0.00
Board Meetings - Other	0.00	500.00
<b>Total Board Meetings</b>	<b>500.00</b>	<b>500.00</b>
<b>Leadership Conference</b>		
Airline/Hotel/Meals	629.95	0.00
Registration	650.00	0.00
Leadership Conference - Other	0.00	4,725.00
<b>Total Leadership Conference</b>	<b>1,279.95</b>	<b>4,725.00</b>
<b>Miscellaneous</b>	<b>0.00</b>	<b>0.00</b>

**Profit & Loss Budget vs. Actual**

Cash Basis

July 1, 2016 through June 15, 2017

	Jul 1, '16 - Jun 15, 17	Budget
<b>NASFAA Conference</b>		
Airline/Hotel/Meals	696.76	0.00
Registration	875.00	0.00
NASFAA Conference - Other	0.00	1,750.00
<b>Total NASFAA Conference</b>	<b>1,571.76</b>	<b>1,750.00</b>
<b>RMASFAA Conference</b>		
Airline/Hotel/Meals	1,141.85	0.00
Registration	250.00	0.00
RMASFAA Conference - Other	0.00	2,500.00
<b>Total RMASFAA Conference</b>	<b>1,391.85</b>	<b>2,500.00</b>
<b>RMASFAA Executive Board</b>	0.00	0.00
<b>RMASFAA State Gift</b>	75.00	75.00
<b>Transitional Board Meeting</b>	0.00	200.00
<b>President/President Elect - Other</b>	0.00	0.00
<b>Total President/President Elect</b>	<b>4,818.56</b>	<b>9,750.00</b>
<b>RMASFAA 2004</b>	0.00	0.00
<b>Secretary</b>		
Budget Variance - Laptop	0.00	0.00
Cards/Memorials/Flowers	0.00	50.00
Document Archival	0.00	0.00
Secretary - Other	0.00	0.00
<b>Total Secretary</b>	<b>0.00</b>	<b>50.00</b>
<b>Special Projects</b>		
Kids Explore	0.00	0.00
Miscellaneous	0.00	0.00
Postage	0.00	0.00
Special Projects - Other	0.00	0.00
<b>Total Special Projects</b>	<b>0.00</b>	<b>0.00</b>
<b>Treasurer</b>		
Association Liability Policy	500.00	500.00
Banking Expenses	0.00	24.00
Biannual Non-profit Filing Fee	23.00	23.00
Change of Agent Fee	10.00	10.00
Computer Expense	240.59	0.00
Computer Purchase*	0.00	0.00
Computer Repair	0.00	0.00
Tax Preparation	50.00	50.00
Treasurer - Other	141.70	0.00
<b>Total Treasurer</b>	<b>965.29</b>	<b>607.00</b>
<b>Void</b>	0.00	0.00
<b>Website Maintenance</b>	0.00	0.00
<b>6999 - Uncategorized Expenses</b>	0.00	0.00
<b>e - Patrick McTee</b>	0.00	0.00
<b>Total Expense</b>	<b>30,832.62</b>	<b>34,252.00</b>
<b>Net Income</b>	<b>3,260.99</b>	<b>0.00</b>

# Balance Sheet

Cash Basis

As of June 15, 2017

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	<u>Jun 15, 17</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
Checking	20,734.18
Total Checking/Savings	20,734.18
Other Current Assets	
12 Month CD--Union Bk 4/5/13	14,393.28
CD # 580134 -Union Bk 7/10/13	27,433.92
CD #3057904 -US Bank 1/3/2014	19,779.42
CD #586665 - Union Bk 10/8/13	29,847.55
Total Other Current Assets	91,454.17
Total Current Assets	112,188.35
<b>TOTAL ASSETS</b>	<b>112,188.35</b>
<b>LIABILITIES &amp; EQUITY</b>	
Equity	
3000 · Opening Bal Equity	34,427.98
3900 · Retained Earnings	74,499.38
Net Income	3,260.99
Total Equity	112,188.35
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>112,188.35</b>





Two-Year Public Sector Report

June 2017

I sent a request to the two-year public sector members and no members had anything to report for this meeting.

Respectfully Submitted,

Diana Oglesby



June 15, 2017

An email was sent out to all members of the four-year private colleges and universities requesting news to share or issues/concerns to pass on.

I received one response from Paula Kohles at Creighton University letting us know that Therese McGrath will be retiring after 31 years at Creighton University and they have hired Mary Ann Tietjen as their new assistant director for student employment.

I received no other responses.

Thank you,

Taryn Rouse

Private Sector Representative



Membership Connections Committee Report  
June 20, 2017  
Erinn Brauer, Committee Chair

The 2017-2018 Board was added to the website, we are missing one picture. NeASFAA Notable: History & Awards was updated with conference winners. Committee information will be updated soon.

Initial membership renewal statements were sent out on June 5<sup>th</sup> to all members. Membership roster was sent to Treasurer. Updates to the membership directory are being made as they are received.



Professional Development and Recognition Committee Report  
6/20/17

Will not be able to get NASFAA representative at conference, but they might be able to do a virtual general session.

Started looking at sites for 2019. Have 2 bids to share with the board. Would like someone to visit Quality Inn in Grand Island as I do not think we have been there before and want to make sure layout will fit our needs.

Looking at sites for Credential Sessions. Pricing for 2018 is as follows:

- 2018 Single Topic \$500
- 2018 Ten Topics \$1900
- 2018 All topics \$2400

Will schedule PDRC meeting once I know the other members of the committee.

Respectfully submitted,

Bailey Jorgensen

