

**Massachusetts Association of Student Financial Aid Administrators  
2013 Business Meeting Minutes  
Showcase Live @ Patriot Place, Foxboro, MA  
November 7, 2013**

President Donna Kendall called the annual MASFAA Business Meeting to order at 1:02 p.m. and confirmed quorum with one-quarter of membership attending.

**President's Remarks – Donna Kendall**

Thanked the Conference Committee and recognized the Conference Tri Chairs and Committee members.

**Secretary's Report – Catherine Nelson**

The minutes from the 2012 Annual Business Meeting were distributed and displayed on the overhead screen. There were no questions, corrections, or changes offered. Kathy Kedski motioned to approve the minutes. The motion was seconded by Kathy Anderson. There was no discussion. The membership voted unanimously to approve and the motion passed.

**President's Remarks – Donna Kendall**

Recognized memorial to Tom Threlkeld and highlighted written tribute on page six of Conference program. Acknowledged the Executive Council's approval of a contribution in his memory to the Conference charity, Schools on Wheels Massachusetts, to honor him for the outstanding training he provided to countless financial aid administrators. Sent special note to Tom's family notifying them of how we have honored his memory.

Acknowledged Executive Council Members and introduced Iris Godes, Past-President to update members on status of elections and sector voting.

**Past-President's Remarks – Iris Godes**

Explained sector representation for Members at Large and that voting will be by sector. Listed positions up for election:

- Member-at-Large: Graduate/Professional School Representative
- Member-at-Large: Career/Technical/Proprietary School Representative
- Member-at-Large: 4 Year Private Representative

Indicated delay in slate of candidates and announced that the candidates for President will speak after conclusion of meeting.

**President's Remarks – Donna Kendall**

Explained progress on strategic goals and directed members to read details of the Strategic Plan online.

- Membership, Leadership and Governance
  - Re-defined the roles of the Members at Large which we have accomplished with sector representation.
  - Will engage and disseminate information to their sectors by hosting birds of a feather sessions at the conference and promote engagement of financial aid professionals in their sector.
  - Looking to develop additional listservs by sector.

- Training and Evaluation
  - The Professional Development and Training Committee (PD&T) will send survey to best evaluate members' training needs.
  - Determine extent to which MASFAA should partner with NASFAA University. Explained that our Just the Facts attendees can take NASFAA University accreditation exams for free.
- Finances
  - Area of review for remainder of year to ensure we are in sound financial health to support strategic initiatives. We will consider member fees, exhibitor fee structure and investments.

**Treasurer's Report – Jennifer English (Treasurer)**

Treasurer's report was distributed to the members. Worked to remain within budget. Largest budget expense is Conference. Membership dues support many different programs including Early Awareness, FAFSA Day and training programs through PD&T as listed in handout provided. Other income comes from business partners and investments with Edward Jones. Iris Godes motioned to approve the Treasurer's report. The motion was seconded by Aaron Clark-Melcher. There was no discussion. The membership voted unanimously to approve and the motion passed.

**Old Business**

No old business from the floor.

**New Business**

Kathy Kedski asked if previous Just the Facts attendees are able to take the NASFAA University accreditation exams for free and whether their schools need to be NASFAA members. Donna will ask Just the Facts Committee to research.

The annual business meeting was drawn to a close by President Donna Kendall. A motion to adjourn the Annual Business Meeting was offered by Jennifer English. The motion was seconded by Iris Godes. The membership voted unanimously to approve and the motion passed. President Donna Kendall adjourned the annual MASFAA Business Meeting at 1:27 p.m.

*The 2013 MASFAA Business Meeting minutes were respectfully recorded by Catherine Nelson, MASFAA Secretary. These minutes will be reviewed and their acceptance voted on during the 2014 MASFAA Conference's Business Meeting.*