

**Massachusetts Association of Student Financial Aid Administrators
Executive Council Meeting
Cape Codder Resort
November 14, 2006**

In attendance: Sherri Avery, Tony Erwin, Cathy Kedski, Dave Kelly, Donna Wood Lozier, Carla Berg, Jason Burke, Jason Shumaker, Val Harris, Shawn Bennett, Ina Frye, Pam McCafferty, Laruen Urbanek, Leah Barry, Joe Lahoud, Leslie Bambridge, Elayne Peloquin, Nick Zinser, Scott McIsaac, Mike Ippolito, Cheryl Constantine, Duane Quinn, Shawn Morrissey, Bernie Pekala, Beth Feinberg, Karen Derouin, Kathy Osmond, Jamey Palmieri, Jill D'Amico, Debbie Moroney, Yvonne Gittens

Absent:, Gail Holt, Michele Kosboth, Sandra Coswatte, Martha Savery, Kim Truong, , Robin Randall, Joyce Lezberg, Daniel Barkowitz, Rob Callahan, Lori Seuch, Paul Lynskey

PRESIDENT'S REMARKS

Sherri Avery
savery@brandeis.edu

President Sherri Avery called the meeting to order at 2:15 P.M.

Business meeting will be on Thursday. Agenda will be in the conference packet for attendees. Sherri reviewed it. Sherri distributed the conference head table schedule and reviewed several conference items.

Sherri submitted the endorsement for the Project on Student Debt (Five Point Plan for Fair Loan Payments). She passed around a thank you letter from ASA.

Sherri received an email from NASFAA about the annual awards. She asked that people think about their Committee and other MASFAA work to see if we have something that should be submitted. She reviewed the categories for the awards.

Sherri let us know that Bernie is representing Boston College/Jesuit Order in the Negotiated Rulemaking process. Christine McGuire from BU will be the MASFAA nominee. Bernie discussed his thoughts on the climate as he understands it for the Negotiated Rulemaking process.

Tony will take the minutes in Michele's absence.

PRESIDENT-ELECT'S REMARKS

Tony Erwin
a.erwin@neu.edu

Nothing to report.

SECRETARY'S REPORT

Michele Kosboth
mkosboth@lasell.edu

Tony distributed the minutes and noted corrections. A motion to accepted as amended was offered, seconded and approved unanimously.

Tony reported that the Handbook has been updated and is back on the website.

TREASURER'S REPORT

Pam McCafferty

pmccafferty@fsc.edu

Pam distributed the monthly reports, including the YTD Budget, income/expense and net worth reports. She also distributed a CGS report for EC

The reports reflect bank activity through September. Tony asked a question about bank fees. The charge should be moved to credit card fees.

Pam reported that a vote was taken since the last meeting. \$50K will go to a 3 month CD, and \$25K will be added to the Edward Jones investment. Sherri commented that the fees for the \$25K investment will be the same as the larger amount deposited over last year. Cathy asked how long the lower fee applied, and Pam will check with Steve Doucette.

Motion to accept the Treasurer's Report was offered, seconded and approved unanimously.

Pam distributed the financial statements as prepared by the accountant. Pam highlighted the report and discussed the items she plans to discuss during the Treasurer's conference report. Several College Goal Sunday funding issues came up. Pam asked if the membership might want to know how much more MASFAA might be contributing to CGS without the Lumina funding. Sherri indicated that MASFAA won't be significantly increasing funding to CGS, even without the Lumina funds. CGS sponsorship and reduced expenses should make CGS almost self-sufficient.

Pam reported that the accountant reported that MASFAA sponsorship is not taxable. Since the sponsorship is consistent with the mission, they accountant has no concern that sponsorship is taxable. The accountant did say that a lawyer might need to be engaged to look further into this item.

Pam reported back that MASFAA can increase the amount of a check that requires a co-signature. It will have no bearing on our insurance policy. Discussion followed. A motion to increase the amount of a check that requires a co-signer from \$500 to \$1500 was offered, seconded and approved.

DEVELOPMENT

Carla Berg

cberg@bentley.edu

Carla reported that there is only one unpaid sponsor. That person is paying at setup. Total sponsorship is \$149,600.

NOMINATIONS/PAST-PRESIDENT'S REPORT

Cathy Kedski

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Elections will take place at the conference. Cathy thanked the Technology and Nominations Committees for their hard work. Cathy reviewed that there are five laptops that will be used, one for getting passwords, and four for voting. The voting will take place in the Nantucket Room. Leah reviewed how the laptops will be setup. Discussion followed. There will be someone in the room with the laptops at all time. Cathy discussed how candidates will introduce themselves at lunch on Wednesday.

ASSOCIATE MEMBER AT LARGE

Lori Seuch

lseuch@mefa.org

Nothing to report.

ARCHIVES COMMITTEE

Shawn Morrisey

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Duane Quinn

quinn@amsa.com

Shawn reported that there will be a slide show on Wednesday during lunch. Pictures go back to the 1990s. Shawn will be asking during the business meeting for more items. He and Duane will both be at the reception for longtime members and will be personally soliciting contributions. Donna asked how we could contact people that are still in that area but are no longer in the profession. Shawn asked how we would identify and contact those people. Leslie commented that we do have information on the lifetime members, and we could contact them.

Duane reported on the history of the MASFAA office, which had a great supply of older MASFAA records. However, during several MEFA moves, the items have been lost. Shawn reported that a couple people had recently thrown out a bunch of items.

Cathy commented that Executive Council discussed adding to the Handbook information about the two people who our awards are named after. Sherri has some information, and Carla indicated that she has some contacts that could gather some information about Charles Jones. Sherri worked with Barbara Tornow about Charles "Jack" Sheehan. Sherri will send the information to Tony to update the Handbook.

MEMBERSHIP REPORT

Beth Feinberg

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Leslie Bembridge

Leslie.J.Bembridge@citizensbank.com

Beth reported that there are 846 members as of yesterday. There are 198 new members. 45 people have not yet paid. There are under 50 people who have not yet paid for Conference. Conference registration is under 500, she thinks around 470 to 485.

Cathy asked if these numbers present an issue for meals. Sherri reported that there is a concern. Despite being told otherwise, the main room for meals only holds 350-360 for meals. We have another room set that holds around 60 people, which will have audio and video from the main room. Pam asked if we will be going to that room to collect questions and/or votes for the business meeting.

Beth reported that there have been several people who have cancelled their registration after the deadline. She asked for clarification. Also, she asked about people who have registered, but not paid, do we bill them. She also asked about vendors who have registered and paid, but have comps that they haven't used.

Sherri responded that generally there is no refund after the registration date, unless Executive Council has approved a particular refund. Discussion followed. Leslie summarized some payment issues. People should be allowed to still charge the conference payment after the registration is shut down. She is working with Technology to accomplish this for the future.

Discussion turned to people who register, don't pay, and don't attend. In the past, those people have been billed in the past regardless of if they have attended. Bernie suggested a late fee or a discount for people who register and pay early. Currently, MASFAA is not charging any kind of late fee for those who don't pay by the deadline. Several credit card and billing items were discussed.

Sherri said she agrees that the vendors who had paid but still had unused comp registrations should get a refund. There is the ability for those with comps to select that option when they register, however many times those members do not select the correct option. Carla reported that she has inserted language in several places that clearly indicates how vendors need to select comp registrations.

Beth also brought up people who are presenting but not attending the conference. Discussion followed and the item has been tabled.

CONFERENCE COMMITTEE

Jamey Palmieri
jpalmieri@edfund.org

Scott McIsaac
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Yvonne Gittens
ygittens@mit.edu

TECHNOLOGY COMMITTEE

Leah Barry
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Rob Callahan
rcallahan@collegeboard.org

Leah said the update was all about elections, and has been covered.

Sherri asked who would be taking pictures at the conference. Lauren reported that Newsletter isn't planning on taking pictures. Leah reported that Martha Johnston has scheduled the pictures. Sherri confirmed that someone will be taking pictures at the awards ceremony.

Donna commented that maybe session moderators could be responsible for taking pictures during the session they are assigned to.

PUBLIC RELATIONS COMMITTEE

Mike Ippolito
m.ippolit@brandeis.edu

Joe Lahoud
jlahoud@amsa.com

Mike reported that the volunteer process is again working as it is supposed to. Discussion followed.

Jan 25th event at Luva in Springfield. April 5th event scheduled for event in Worcester.

Joe presented options for the trademark. Options each cost \$325. The first option trademarks MASFAA Massachusetts. Limited term trademark. Logo trademark, would add the "stretchy guy" which makes MASFAA. Option #3 is limited term trademark with the logo, so would have to be Massachusetts MASFAA with the logo. With any combination, the trademark is good until such time as the logo or name changes.

Motion to apply all three trademark options was offered, seconded and approved.

PROFESSIONAL DEVELOPMENT AND TRAINING COMMITTEE

Jason Shumaker
jasons@mit.edu

Jason Burke
jburke@amsa.com

Jason Shumaker reported that the 11/1 Learn from the Directors workshop was held. They had 23 people registered, 18 who showed up. Evaluations were all positive. There was an update on HERA, including ACG and nSMART. Thanks to Michele Kosboth for filling in for Daniel Barkowitz who could not attend at the last minute. There was then a session on staffing, and lastly a session on Excel that got great reviews.

On 12/5 and 12/6 are the upcoming Need Analysis workshops. 40 signed up so far for the Northeastern site and 30 Mt. Holyoke signed up so far.

The Committee is going to order MASFAA pens to distribute at events that require pens.

Jason Burke reported that there are 17 people signed up for the emerging leaders program. Most of them are attending the conference and have been invited to the President's reception. Jason commented that they are still trying to figure out how the mentors will work. They thought they might ask those people to be on a committee and have the committee chair be their mentor. Several of those chosen are already on a committee. They are also thinking of asking those selected if they want to join a committee, but not make it required. Discussion followed. Sherri would like a more detailed presentation for what the participants and the mentors will be doing at the December meeting.

GRADUATE/PROFESSIONAL CONCERNS COMMITTEE

Cheryl Constantine
cherylc@bu.edu

Val Harris
harrisv@harvard.edu

About 75 people registered for upcoming Symposium on December 1st.

NEWSLETTER

Lauren Urbanek
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David Kelly
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Lauren reviewed the new format. Several people expressed that they liked it. Lauren indicated that now that the setup is done, the updating for future issues will be simpler.

Lauren took information about those who will be submitting articles for the next issue.

Several navigation items were discussed. There is more work to be done with regards to linking the newsletter to the main MASFAA site, and how to list the old issues of the newsletter.

EASFAA

Donna Wood Lozier

dwoodlo@spfldcol.edu

Donna passed around information about that site for the 2007 EASFAA Conference in Niagra Falls. Donna will be helping EASFAA to contact those people from Massachusetts who have not paid for EASFAA events. Nick asked why that would be the responsibility of an individual state. Donna said this is for events that were held in a particular state. Elayne asked how long the list would be. Donna reported that it will be pretty short. Discussion followed. Bernie, Elayne and Nick all thought it was not the role of the Massachusetts EASFAA representative to collect funds for EASFAA. Shawn reported that when he was EASFAA representative this was also done. EASFAA does try to collect from the people directly, then after several attempts then the state representative contacts the person to try and remind them to pay EASFAA. He said it was a minimal amount of work.

Donna reported that My Rich Uncle was discussed at length at the most recent EASFAA Council meeting. Several states said they would absolutely not be sending any kind of letter to My Rich Uncle to show disapproval of their practices.

Donna reported there was good attendance and feedback from the verification training that was held last week. The response was better than expected since the session was announced at the last minute.

COMMITTEE ON ENHANCING ETHNIC DIVERSITY

Kimberly Truong

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Ina Frye

ifrye@bu.edu

Ina reported that the Committee will be confirming the mentors that they have. They have also put information about becoming a mentor and information about the diversity library in the Conference packets. They reviewed the evaluation from the Dr. Bridget Terry Long event, which were all positive.

Jason asked about the mentors and if they relate to the emerging leaders program. Ina reported that these are mentors for the IIN, and not for their program.

GOVERNMENT RELATIONS COMMITTEE

Bernie Pekala

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Kathryn Osmond

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Bernie and Kathy distributed proposed MASFAA points for discussion to be used at the Statehouse. Kathy commented on the need for stability for funding and regulatory requirements for the Commonwealth programs. Discussion followed on the points, and several Commonwealth of Massachusetts funding issues.

Conversation turned to how these points will be addressed with legislators. Kathy and Bernie discussed delivery options, including trying to partner in particular with those MASFAA members who work at State schools.

Motion to accept the talking points was offered, seconded and approved unanimously.

EARLY AWARENESS AND OUTREACH COMMITTEE

Jill D'Amico
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Debbie Moroney
dmoroney@neu.edu

At the Carnival of Learning.

COLLEGE GOAL SUNDAY

Gail Holt
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Martha Savery
Martha_savery@nelliemae.com

Paul Linskey
plynskey@mefa.org

Northern Essex looks good for the Lawrence site (which means we will be at 17). Gail will be visiting CT during their state conference to share MA experiences. Everyone should be encouraged to volunteer for CGS via the CGS website (not the MASFAA website). Materials will begin to be mailed over the next few weeks. Orders for materials to distribute can be placed online.

Sherri would like to remove CGS from the of committees people can volunteer for at www.masfaa.org. There should be a link there to www.masscollegegoalsunday.org for people to volunteer for the event.

JUST THE FACTS! TRAINING COMMITTEE

Daniel Barkowitz
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Joyce Lezberg
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Robyn Randall
randall@wheatoncollege.edu

Training is complete. 21 out of 25 in the East with perfect attendance. 7 of 14 in the West with perfect attendance. Luncheon in December for Committee and trainers. Evaluations will be discussed at that meeting. At that meeting, the Committee will discuss Learn Student Aid.org. Sherri is working on that contract, and will work with the Technology Committee.

OLD BUSINESS

There was no old business.

NEW BUSINESS

Lauren reported that MASFAA has not yet signed a contract with Steve for the newsletter. Sherri will talk to Steve Culp about the terms of the contract.

Motion to adjourn at 4:45 PM was offered, seconded and approved.