OASFAA Board Meeting
Oklahoma Baptist University
November 14, 2013

Meeting Attendance:

Voting Members present - Lori Boyd, Dustin Davidson, Becky Garrett, Karen Jeffers, Audra Main, Susan Prater, Jonna Raney, and Kim Cook

Non-Voting Members present – Laura Coponiti, Scott DeBoard, Lori Frazee, Kelly Hicks, Mendy Schmerer, Marilyn Schwarz, Wayne Sparks, Carol Stanfield and Nancy Vollertsen

Call to order: The OASFAA Board meeting was called to order at 10:06 a.m. by President Lori Boyd.

Announcements: There were no announcements.

Review of Previous Board Meeting Minutes: Lori Boyd asked for a review of the minutes from the September 19, 2013 board meeting. The minutes were reviewed and accepted.

Treasurer's Report: Audra Main provided the treasurer's report which was reviewed and accepted. Audra reported that she moved all but $40,000 out of the scholarship checking account and put it into the scholarship savings account. We are not able add funds to the CD until it matures without incurring penalties; therefore, she did not close the checking account. The funds will need to be added to the CD when it matures next year. We currently have 42 paid members. Dustin Davidson mentioned that he could close the BOK account (as approved at the Sept. 19th Board meeting) since he is still on the account.

Committee Reports:

Advisory –Dustin Davidson reported that he is working on his committee. He has sent out an email to the list-serve regarding OASFAA awards and recognition.

Membership – Susan Prater reported that she is in the process of updating the membership list. She is still sending invoices upon request and will send a reminder in January to pay membership dues.

Electronic Initiatives – Mendy Schmerer reported that the OASFAA website is 6 years old and has not had any major updates. Presented a proposal from Studio FJ for a re-design of the website that would be easier to administer and update as well as be user and mobile friendly plus offer new features currently unavailable. Jonna Raney motioned to move forward with the proposal by using funds from the reserves. Becky Garrett seconded the motion. Motion passed. There was discussion regarding archived documents and keeping items available on the web for 5 years, tax returns from 2006 – 2012, policy and procedure updates for awards, officers, president elect, president and past president.

Finance – No report.

Legislative – Marilyn Schwarz reported that the Direct Loan fee would increase on December 1, 2013.

Long Range Planning – Becky Garrett is retiring.

Historian – Wayne Sparks reported that he will check with Penny regarding any pictures that she may have. Also asked about OASFAA purchasing a camera but will inquire about using OCAP's camera. Also mentioned that Charlie Bruce might be able to contact David Horn to inquire about the old OASFAA records he has.

Training – Kelly Hicks reported positive feedback from Decentralized Training that was held October 24, 2013 at Tulsa Community College's Northeast campus. There was some discussion regarding people who left early and what, if anything, we could do to encourage people to stay for the afternoon session. Support Staff training will be in Oklahoma City. Possible venues include Oklahoma Baptist University and OU Health Sciences Center. OASFAA member can attend free of charge, non-members will be charged $10 per person. Any suggestions for speakers can be forwarded to Kelly.

Conference – Carol Stanfield reported that she emailed Nancy several potential session topics such as C-flags and Citizenship issues. Mendy offered to do a session on loans so that the Dept. of ED trainers could focus on other topics.

Program – Nancy Moats reported that they have a committee but they have not met. They have $1000 in the program budget. There was discussion regarding potential guest speakers. Suggestions included someone from emergency management services that worked during the tornado, Robin Marsh or Lauren Nelson, someone to exemplify "The Spirit of Oklahoma." It was also mentioned that past conference evaluations indicate participants do not care for the sector and software meetings; however, the Board would like to continue to see them on the agenda. The availability of Wi-Fi in the hotel rooms and in the meeting rooms was mentioned will need to check the contract for more details.

Local Arrangements – Lori Frazee reported that her committee is meeting next week to discuss the service project. For budgeting purposes, she inquired about the numbers from the 2013 and 2012 conferences to better assess the budget to determine what meal choices can be provided to conference attendees.

Entertainment – Wayne Sparks and Nancy Vollertsen indicated they have $1000 in the budget for entertainment. Suggested ideas included a historical speaker, talent show, karaoke, magician, casion night and hypnotist.

Corporate Relations – No Report.

Nominations – Becky Garrett encouraged everyone to think about possible nominations and for ideas on who could be asked.

Site Selection – Scott DeBoard reported that the 2015 conference will be back in Tulsa. Possible venues include the Renaissance, who has offered the same contract as previous, or the Hard Rock, who is putting together a proposal for the week of March 31 – April 4, 2015.

SWASFAA Update: Susan Prater reported that the SWASFAA conference went well and they had 78 participants in Boot Camp. The next SWASFAA conference will be held in New Orleans but there is currently no information available regarding hotel accommodations and conference dates. OASFAA members participating on the SWAFAA Board include:

Andrew Hammontree, President
Mendy Schmerer, Oklahoma Delegate-at-Large and Leadership Development Chair
Audra Main, Conference Chair
Scott DeBoard, Training Chair

Old Business:

No old Business

New Business:

Next Meeting – The next Board meeting is tentatively scheduled for January 31, 2014 at Rogers State University on Claremore, OK.

Meeting Adjourned: Becky Garrett made a motion to adjourn the meeting and Jonna Raney seconded the motion. Motion passed. The meeting was adjourned at 12:07 p.m.

Respectfully submitted,

Karen Jeffers
2013-14 OASFAA Secretary