AGENDA  
SASFAA July Board Meeting   
Norfolk Hilton the Main

July 12-14, 2019 Meeting Room – Momentum

“A leader says, “I will go; follow me!” Robert Greenleaf

Saturday, July 13, 2019

8:00 AM Breakfast Buffet (vouchers) at Varia

8:30 AM Call to Order - Bill   
Meeting called to order at 8:35am, President started the meeting with the   
reading of a leadership poem.  
  
Non-business items: Listing of BLOG assignments handed out by president to the board so that each member knows what month they are to submit to the SASFAA BLOG.   
  
Establish a Quorum  
Quorum was established by acting secretary

Welcome to Virginia - Brad

Action Item: Approval of Agenda with authority given to the President to make changes as needed in order to facilitate the flow of business.

Motion to approve as stated above, seconded, unanimous approval

9:00 AM Approval of Prior Minutes - Tarik

June Transition minutes posted with corrections on 7/8/19

Motion/Action items

* Recommendation for UOWF NAOW – Celena

Changed from Celena to present by Joan. Narrowed down from the two to the one and did attempt to find other options but no additional sites could be found. Committee and returning instructors were consulted in the process and the proposal to use UOWF is what is recommended.  
Motion from Committee headed by voting member, no second required, discussion on positives of location, unanimous approval.

* Recommendation for fall workshop fee $300 added $335 for non-members - Joan B.   
  Discussion on the professional advancement committee’s work in conjunction with the October board meeting to have the SASFAA Symposium on Legal Issues in Higher Education. Will take place October 6-8. Review of proposed curriculum. The target is to have 55 participants and will promote it beyond the SASFAA region.   
  Motion from Committee headed by voting member, no second required. Non-SASFAA members would have to join to encourage max attendance. Passed with unanimous approval.
* 2019-20 Budget - Marian   
  2018-2019 budget given out to review as well as a historical review 12-13 to present. Review of budget principles and overview to give new board perspective, followed by the review of proposed budget for new year. Discussion of various budget line items such as conference fee, pre-conference fees, and number of attendees. Some changes will be made and re-purposed to the board for approval later today.

Discussion continued after lunch focus mostly on conference cost and how that might affect not just SASFAA but the state associations.   
  
Motion to approve the budget as presented, seconded, 11 yeah, 2 nay, 0 abstentions. Motion passes.

* Conference Contract for Robert Weinerman - Joan Z.   
  Question asked if SASFAA was already contracted with him and/or if the conference committee can go ahead with contracting with him as part of their budget without board approval. It does not need board approval as a specific item but would be part of the overall conference budget.

10: 15 AM Break

10:30 AM New Business

 Sponsorship non vending appeal form - Michael   
 Discussion on the purpose of the form to waive a fee for vending if there is   
 going to be any sort of fee. Added discussion on should there be a fee attached   
 to anyone working for a company even if they are not vending.

Old Business

 Hotel Points  
 Added discussion about credit card points (not hotel points), we are accruing points   
 and they expire 5 years after purchase and we would have lost points at the end   
 of this month but we can redeem points for cash back. For this redemption we   
 will get $1750. The best use of points does seem to be the cash back bonus.   
 There will need to be some sort of policy/guidance so that it can be more   
 consistent.

Some discussion on hotel points and report back that most hotel contracts have   
 the points go back to the current president and that it would be more difficult to   
 account for it to be on a corporate account. The use and receipt of hotel points   
 will be further reviewed.  
  
  NAOW location  
 Covered above under motions and action items, but added some review of the   
 outcome of this year’s NOAW. Credentials continue to be a big positive and   
 some comments about residence hall living but that is common. Data on the   
 survey shared with current VP of training.  
  
  Policy on Vendors attendance and cost   
 Discussion as above  
  
  Policy & Procedure Review   
 President and secretary have had discussions and they have put a small group   
 together to review and simplify. The goal is to have the review done by the   
 end of the year. The main goal is to reduce size, simplify, and make consistent.

11:00 AM Tour of the hotel by the current board.

12:00 PM Lunch Buffet

1:00 PM Round of Successes (2-3 minutes)   
 Started before tour with state presidents giving updates, continued in the afternoon.

New Business:  
 Motion to approve committee members as submitted within the board reports, seconded,   
 unanimous approval.

Motion to adjourn at 3:16, second, unanimous approval

6:00 PM Dinner at Hell’s Kitchen

9:00 PM Hospitality - Meet in the Grain