

WASFAA Executive Council Meeting

October 7-8, 2004

Machiavelli Room, Villa Florence
San Francisco CA

Present: Jim White, Kate Peterson, Steve Herndon, Kay Soltis, Lana Walter, Kathie Anderson, Catherine King-Todd, Leonard Walker, Wayne Mahoney, David Allen, Frank Silva, Wendy Olson, Tracy Reisinger, Pat Peppin, Jacquie Carroll, Don Black, Tami Sato, Dwight Berreth, Kathreen Silva, Rick Sinclair, Kathy Campbell, Jack Millis, Mike Johnson, Teresa Yslas, Pam Doerner (for Karrie Trautman)

Absent: Peggy Crawford, Peter Miller, Theresa Bosworth, Kate Bligh, Frank Green, Judy Saling Field, Marianna Deeken, Paula Cady, Karrie Trautman

Motions that occurred by E-Mail between June and October meetings:

1. Motion to approve May Executive Council Meeting minutes: Steve Herndon/Frank Green (August 31)
2. Motion to approve WASFAA letter to Congressional Delegates: Steve Herndon/Dwight Berreth (September 9)
3. Motion to approve June Executive Council Meeting minutes: Lana Walter/
4. Motion to increase historical archive budget by \$200.00: Kate Peterson/Jacquie Carroll (July 14)
5. Motion to approve WASFAA Business Meeting minutes: Peter Miller/Teresa Yslas (September 7)

President Jim White began the meeting with a welcome at 1:08pm and invited everyone to sing Happy Birthday to Pat Peppin. Jim White advised us that we would break at 2:15pm. Jim White informed us about the strike conditions within the city's hotels. Leonard Walker gave housekeeping update and food arrangements for the next two days.

Jim White also shared with council that sympathy cards were sent to Georgette DeVeres and Brad Honious. Jim White also informed council that Sister Dale has gone through her treatments and is tumor free.

Jim White commented on the Idaho Conference that he recently attended and the good time he had there. He thanked Dwight Berreth and his conference people for a great conference.

Jim White handed out copies of the Outstanding To Do Items and reviewed with Executive Council.

Review of Outstanding To Do Items

June 2004 EC Meeting

1. Not done.
2. Not done
3. Ongoing
4. Ongoing.
5. Not done.
6. Not done.
7. Not done.
8. Not done.
9. Done.
10. Done.

From Previous Meetings

1. Not done.
2. Ongoing.
3. Not done.
4. Not done.
5. Not done.
6. Ongoing.
7. Ongoing.
8. Ongoing.
9. Not done.
10. Done.
11. Done.
12. Ongoing.
13. Ongoing.
14. Done.
15. Not done.
16. Not done.
17. Ongoing.
18. Not done.
19. Done.
20. Not done.
21. Ongoing.
22. Not done.
23. Not done.

TO DO: Kate Peterson asked Committee Chairs to review and submit any changes to Kate Peterson as soon as they can regarding bylaws and/or policies and procedures.

TO DO: Jim White reminded state presidents to bring their state banners to Portland Conference.

TO DO: As items are purchased, you need to notify Kay Soltis. Kay Soltis reminded folks that if you have items that you will pass to someone else, you need to let Kay Soltis know. If purchases are made, you may also want to purchase an extended warranty and give that to Kay Soltis.

TO DO: Business Meeting minutes will be posted as a draft so everyone can view. Jim White will request Peter Miller to add to web. Kathie Anderson will forward to Tracy Reisinger for conference program.

Fiscal Planning

Kay Soltis informed council of recommendations to budget:

Modifications: site selection (\$450 to \$700), training (\$41,625 to \$43,585), adding new line item: go e-merchant (\$0-\$3,000), adding new line item (income): jobs link (\$0-\$500). Asset reserves will be reduced by these new/additional expenditures

Increasing costs of events of \$5.00 per event to cover costs of e-commerce.

MOTION: Frank Silva moved that recommendations to budget be approved/Dave Allen seconded the motion. Motion passed.

Review of asset/equipment spreadsheet. Kay Soltis reminded folks to keep good records. Report eventually will be housed with Treasurer.

102 Backpacks from WASFAA were used for past training events; Kay Soltis will work with Tracy Reisinger, Jack Millis and Don Black to select give-aways for their events.

TO DO: Kay Soltis will work with Conference Co-Chairs, Summer Institute Chair and Training Chair to select giveaways for their events.

05 Budgets are being requested of committee chairs. Kay Soltis distributed the requests and asked that folks get them back ASAP.

TO DO: Committee Chairs need to submit budgets for 2005.

Don Black asked about when go e-merchant would be up. Tracy Reisinger said that Peter Miller was shooting for mid-November. Don Black asked if credit cards could pay for past event attended. Jim White will check with Peter Miller.

Kay Soltis has recommendation regarding financial planner and is pursuing a conversation with Vicky Rekow. Kay Soltis also mentioned that Jim White had a person and we may also want to invite back Vanguard.

Kay Soltis also discussed the \$40.00 membership fee and what it pays for. Kay Soltis asked Wendy Olson what was being done. Wendy Olson mentioned core activities are

stated when memberships are paid or renewed. Kathreen Silva reminded folks that non-members do have access to newsletters. Don Black asked if we were just beating a dead horse. Steve Herndon mentioned that we already do this with Treasurer's Report at the annual meeting. Wendy Olson indicated that we may want to re-visit if we start getting questions. Jim White requests that we remove from "To Do" list.

Kay Soltis finished with Fiscal Planning Report.

Treasurer's Report

Lana Walter reviewed report and shared what Fiscal Planning decided this morning to do with excess cash. It was decided to split the current Treasury Bill with \$75,000 in a Treasury Bill for 26 weeks and \$75,000 in a Certificate of Deposit for one year. The November Treasury Bill will be reinvested into a Treasury Bill and then the December Treasury Bill will be treated just like the current Treasury Bill. With money distributed throughout the year, it will allow funds to be available for more functions/events.

Catherine King-Todd asked if fiscal planning discussed spending the overage. Jim White indicated that we had. More scholarships will be offered. Any other additional spending should be discussed at January meeting. Kate Peterson reminded folks about changes that may be happening in Washington with some of our sponsorships which may affect revenue to association.

Lana Walter reminded council that new reimbursement form is on the web and submit sooner rather later. Lana Walter also reminded chairs to sign off on their members' reimbursements.

Jim White broke the meeting for a break—asked that we return at 2:55pm.

Committee Reports

Fund Development

See written report. The report was read by Kathie Anderson since co-chairs were unable to attend.

Past President Report

Kate Peterson was asked to look at an insurance policy for WASFAA. Got information and costs from Marsh. Received interpretation from CASFAA attorney—trying to get clarification. Kate Peterson decided to get update on costs and go ahead to establish policy and will make a recommendation to council to purchase a policy.

Bylaws and Policies and Procedures Committees

Kate Peterson asked everyone to review and submit ideas, changes, and clarifications.

There are shorter changes needed for the bylaws. Kate Peterson will be working with Wendy Olson and Peter Miller to identify folks who do not have e-mail, so they can receive ballots by regular mail.

Nominations and Elections Committee

See written report. Kate Peterson stated that a majority of the people nominated, did not know they were nominated.

October 24th is the deadline to submit nominations. Currently we have six nominations.

Teleconference call, October 27th, to pull together draft ballot.

Ballot will go out to voting members of executive council for approval.

Strategic Planning

See written report and attachments. Steve Herndon started out by acknowledging Catherine King-Todd and her starting this process. Also discussed what he began doing this summer by contacting Dean at College of Business at CSU-Bakersfield and the consultant used by CASFAA. Steve Herndon discussed what happen with the last survey attempt (26 responses). Steve also looked at NASFAA's survey and came up with a survey (46 questions) instrument. Steve Herndon needs additional sets of eyes to look at the instrument. We also need to offer incentives to the folks who complete survey. It was suggested that we conduct focus groups at WASFAA conference. Steve Herndon referred council to the attachment (sent earlier) developed by NASFAA as to the state of our profession. The final attachment regards the previous attempt of strategic planning. Consultant (CASFAA) has told Steve Herndon that we are way ahead of game, that in our pre-planning, we have done more than most organizations do for the entire process.

Kathy Campbell concurred that we should do this (hire consultant). Kathy Campbell suggested giving gift certificates for first 100 surveys completed to encourage submission. Jack Millis asked how many hours would be charged—Steve Herndon indicated that our costs should be minimal. Don Black concurred that an outside expert is a good idea. Jim White asked if council thought this was a good idea (using a consultant)—council agreed.

President-Elect Report

See written report. Steve has the following committee chair positions: Electronic Services, MLI Co-Chair, Summer Institute and Training.

Jim White then asked if everyone on the agenda today, has to do their reports today. Jim White would like to adjourn by 4:30 pm. Wendy Olson asked if folks who have registration/ATAC relationship. They will meet after the close of the meeting today.

Awards Committee

See written report. Kathy Campbell asked if we should make essay section mandatory—Council agreed. Kathy Campbell also asked council how they need to be notified. Jim White suggested that Awards Committee Chair send the letter to the winners and those who did not win.

Kathy Campbell asked if are there any additional awards that we want to consider. Jim White said he would submit something to Kathy Campbell.

Graduate and Professional Issues Committee

See written report.

Electronic Services Committee

No report sent. Jim White will talk with Peter Miller and review to do list with him.

Federal Relations Committee

See written report. Tami Sato informed council that a letter was sent out to the House Appropriations Committee to support restoring the Perkins FCC.

HR 5186 would close the loophole that provided some lenders with a 9.5% interest rate floor. The bill will use funds saved to provide loan forgiveness for teachers in certain shortage areas. The loss of the 9.5% interest rate floor may affect lenders who provide loan benefits such as zero fees.

Jim White adjourned meeting at 4:10pm.

Friday, October 08, 2004

Jim White called the meeting to order at 8:08am.

Conference 2005

See written report. Tracy Reisinger stated that by mid-November, registration should be up. Tentative agenda should be up at the same time. All deadlines are March 28th for registration fees.

Peter Miller has been put in charge of getting LCD projectors.

Tracy Reisinger announced that the free evening (Sunday) will be at the Classical Chinese Garden.

Tracy Reisinger told council that kiosks for e-mail were \$1300/day. Rooms have access for e-mail at 9.95/day. It was recommended not to rent the kiosks.

Tracy Reisinger asked about President's Reception and how many would be attending. Jim White said the Executive Council and Conference Committee—approximately 50.

Rooms are \$126.00/night (119.00 plus tax).

MOTION: Kate Peterson moved and Rick Sinclair seconded that we approve fees as recommended by conference committee. Motion passed.

Ethnic Diversity Action Committee

See written report. Jim White discussed what occurred at NASFAA: disbanded the DMCI committee, re-named the Access and Diversity Committee. WASFAA wants to look at the EDAC and make it more inclusive.

Frank Silva reported that committee is working on session for Oregon state conference. Also working on brochure to educate people about diversity and its importance to WASFAA. Scholarships will be given to JSMLI.

Catherine King-Todd asked if number of scholarships was known. Frank Silva said no.

Historical Archives

Kate Bligh was unable to attend, but Jim White shared her report with council. Looking for storage unit near her home to store archives, since company currently storing can no longer do this. Jack Millis asked if information could be scanned. Jim White said that much is being scanned.

Jerry Sims Management and Leadership Institute Committee

See written report. Catherine King-Todd reminded folks that institute will be held on her campus, The Thunderbird-The Garvin School of International Management.

Catherine King-Todd announced that David Gelinas will be the keynote speaker. We have 15 registrations. Only four states have responded. Catherine asked the remaining states the status of folks attending.

California-yes

Idaho-no, only the WASFAA one

Oregon-no, only the WASFAA one

Washington-no, only the WASFAA one

Lana Walter asked for clarification on payment. Scholarships only pay for registration fees, not membership or travel.

Membership Committee

Wendy Olson informed council that we have 881 members. Kate Peterson asked if it easy to identify folks who do not have e-mail addresses. Wendy Olson indicated that ATAC can do this for us.

Newsletter

See written report. Articles for next newsletter due December 5th, for December/January newsletter. Pat Peppin informed council that digital camera was purchased. Kathreen Silva reminded folks about submitting ideas.

Site Selection

Leonard Walker told council that we should be planning Summer Institute two years ahead. University facilities are getting better and filling up quicker. Leonard Walker recommended that we accept UCLA for Summer Institute, June 25-30, 2006. UCLA is willing to work with us—will not expect full payment ahead of time.

MOTION: Frank Silva moved and Kay Soltis seconded to accept UCLA as site for 2006 Summer Institute. Motion was approved.

Chair for this institute needs to be very strong/firm to deal with UCLA. Steve Herndon is working on selecting chair. Lana Walter asked when deposit is due. 5% is due at signing of contract. 15% is due 3 months before event. Fourteen days from the start of institute, the balance is due. Wayne Mahoney reminded us that parking is horrible and may be expensive.

Leonard Walker also recommended that 2007 be in Boise, Idaho. The director of Financial Aid at BSU is very excited to have WASFAA return. Dwight Berreth informed council that two new dorms have been open that are in suite style—very nice. Dwight indicated that we could probably get a really good deal. Jack Millis reiterated that Boise is a great site.

MOTION: Steve Herndon moved and Dwight Berreth seconded that we approve Boise State University as the site for the Summer Institute in 2007. Motion approved.

Jerry Sims Management and Leadership Institute 2005 will be held in Portland. Don Black is chair—need co-chair.

Leonard Walker will be visiting Alaska for 2009 WASFAA Conference.

Executive Council's next meeting is January 27-28 (Thursday/Friday) in San Diego's Doubletree Mission Valley. Rooms are \$119/night. If you are going to do anything unusual, like staying longer—let Leonard know. Steve Herndon reminded that Executive

Committee and Fiscal Planning will meet in the morning. Kate Peterson plugged the current agenda timeframe for future meetings.

Leonard Walker asked folks to complete the travel form early, to help people meet up and make travel arrangements.

Summer Institute 2005

See written report. Jack Millis asked the council to review faculty list and noted changes to the list. Jack anticipates approximately 130 people.

MOTION: Kay Soltis moved and Kathie Anderson seconded, that the faculty for Summer Institute be approved. Motion approved.

Information is up on the web. Jack Millis raised the question of raising fee (\$465), but we may not want to do it for Reno since it is reasonable. Tracy Reisinger recommended that we not raise fees due to the fact that attendees are usually new and directors may be more hesitant to send new people at higher rates. Dwight Berreth asked if we want to make a profit. Jim White indicated that we usually try to break even.

Jack Millis informed Pat Peppin that he will submit newsletter article.

Core v. Disc: Propose that we give binder with presentations and give them a disc with the core to cut costs.

Jack Millis will be visiting Reno site in the next few weeks.

Jack Millis will be contacting state presidents and EDAC about how many they will be sending.

Training

See written report. Don Black handed out 2004 training schedule and number of registrations. Over 160 people have signed up. For spring training, we plan to have nine sites. Don Black is planning to bring Jim Briggs for tax training workshops (immediate and advanced).

Pam Doerner asked where the spring sites will be. Don Black is beginning to look at these. Will push for Alaska and some other sites where demands will be high. Dwight Berreth inquired about the numbers registered for the Idaho training site. Wendy Olson commented that the ED training on Conflicting Information was very informative. Tracy Reisinger asked Don Black to give date and times for pre-conference workshop. Pam Doerner commented about the ED Training and that ED will not come to Alaska because of the costs. Wendy Olson suggested that Pam try to obtain ED's PowerPoint presentation for Alaska.

Jim broke for break at 9:25am. Come back at 9:40am. Executive Council resumed at 9:45am.

Federal Update

See written report. Kate Peterson shared changes/reorganization going on with ED. Julie Arthur will no longer be able to do as much training as she has done in the past. Changes also occurring in DL program. Instead of having a contact person, schools were given an 800# to call. Kate Peterson preparing a letter to go to Kay Jacks airing the reorganization concerns.

MOTION: Frank Silva moved and Kay Soltis seconded that a letter be drafted and sent by WASFAA regarding the reorganization and our concern with the changes at the department. Motion passed.

Rick Sinclair also asked that letter be sent to state presidents so that they can also send it on behalf of each state. Motion passed.

TO DO: Letter to be drafted and signed by WASFAA President regarding the changes at ED.

State Reports

Alaska

Pam Doerner will finish out Peter Miller's term as secretary/treasurer. Alaska will only have a spring conference. Still looking at a site—will be a 2 ½ day conference. Site will be about 2/1/2 hour drive from Anchorage. February 17-19 are dates for conference. Working with ACPE, University of Alaska and ALASFAA for College Goal Sunday. They are reviewing applications to hire a PR company to assist with events. February 13th sites will be in Juneau, Bethel, Anchorage, Fairbanks, and Palmer.

Arizona

Pat Peppin gave the report for Arizona. Their Fall Conference is October 20-22 in Laughlin, NV and 250 people have already registered.

California

See written report. \$5 billion short in state of California. Lots of resolutions to vote on in November to correct budget issues. There is discussion to eliminate CSAC—not sure who will run Cal Grant/Loan programs. Cal Grants for private colleges were lowered. Governor is doing a California Performance Review (CPR). State government wants to get EdFund assets and use them for state items.

Conference news: 500 people have registered—expect 1200. Will give folks choice for Disneyland or Disney California for dinner. CASFAA met with Financial Advisor—funds are in Franklin Funds, which have done very well.

CASFAA reviewed RFIs for meeting planners and decided to stay with current meeting planner. Conferences are planned through 2010.

P&P has been lost—will need to be rewritten.

Reserves will be kept to \$500-600,000. Lowered registration fees for conference.

Idaho

See written report. Dwight Berreth distributed the Idaho report at the meeting. Association is doing well financially. Enough assets to expand offerings to the membership for conferences. Had a good conference—held auction, which generated over \$2,000.00 for scholarships for members.

Nevada

See written report. Marcia Dupre left financial aid, but is still at UNR overseeing the McNair Program and Laura Whitelaw took over as Past President. Christina Twelves became Director at Nevada State College and is the scholarship recipient for JSLMI.

2004 Conference theme is “Reflection of Change” being held in Las Vegas at the Sunset Station.

2005 Conference will be in South Lake Tahoe.

Kay Soltis left the meeting at 10:30 am.

Oregon

See written report. Dave Allen informed council of their drive-in workshop which had 90 attendees.

Planning is under way for annual conference being held at Salishan Lodge, January 30, 31 and February 1, 2005.

Oregon is going to lose its state guarantee agency. Will be issue for smaller schools in particular. Wayne Mahoney commented that there were at least 5 guarantee agencies interested in Oregon.

Pacific Islands

See written report. Frank Silva presented state report in Frank Green's absence. Financial Aid nights being held until the end of the year. College Goal Sunday, February 13. State Conference will be held in Maui, April 3-4, 2005.

Washington

Conference in 2004 theme is "It Depends" and will be in Olympia at the Red Lion. 2005 Conference will be in Davenport Hotel in Spokane. According to Kate Peterson and Jim White the hotel is beautiful.

President's Report/NASFAA Issues

Kate Peterson, Steve Herndon, Mona Concha-Buckheart, Doug Severs and Jim White will be attending NASFAA Board Meeting. Kate Peterson and Jim White vote and Steve Herndon will observe. Jim White will ask about ED's reorganization and training problem with Alaska. Another concern that will be discussed is the new laws passed regarding overtime. Dwight Berreth asked the name of the bill. Jim White was not sure but connected to Fair Labor Standards Act. Jim White recommended that folks contact their HR departments.

Tracy Reisinger raised the question regarding encyclopedia and membership fees. Kate Peterson and Jim White talked about NASFAA's purpose is to generate revenue.

Old Business

Tami Sato felt that statement on room reservation form was offensive. Leonard Walker apologized for error. Room reservation form will be modified.

New Business

Jack Millis announced that Mike Johnson has agreed to replace Jim Eddy for Summer Institute.

MOTION: Jacquie Carroll moved and Teresa Yslas seconded, that the meeting be adjourned. Motion approved.

The meeting adjourned at 10:55am.

Respectfully submitted,

Kathie Anderson, Secretary

COMPILATION OF MOTIONS DURING THE MEETING OF OCTOBER 7 & 8

MOTION: Frank Silva moved that recommendations to budget be approved and Dave Allen seconded the motion. Motion passed.

MOTION: Kate Peterson moved and Rick Sinclair seconded that we approve fees as recommended by conference committee. Motion passed.

MOTION: Frank Silva moved and Kay Soltis seconded to accept UCLA as site for 2006 Summer Institute. Motion was approved.

MOTION: Steve Herndon moved and Dwight Berreth seconded that we approve Boise State University as the site for the Summer Institute in 2007. Motion approved.

MOTION: Kay Soltis moved and Kathie Anderson seconded, that the faculty for Summer Institute be approved. Motion approved.

MOTION: Frank Silva moved and Kay Soltis seconded, that a letter be drafted to ED regarding the reorganization of the department and our concerns. Motion approved.

MOTION: Jacquie Carroll moved and Teresa Yslas seconded, that the meeting be adjourned. Motion approved.

COMPILATION OF OUTSTANDING TO DO ITEMS:

From the Meeting of October 7 & 8:

1. Kate Peterson asked Committee Chairs to review and submit any changes to Kate Peterson as soon as they can regarding bylaws and/or policies and procedures.
2. Jim White reminded state presidents to bring their state banners to Portland Conference.
3. As items are purchased, you need to notify Kay Soltis. Kay Soltis reminded folks that if you have items that you will pass to someone else, you need to let Kay Soltis know. If purchases are made, you may also want to purchase an extended warranty and give that to Kay Soltis.
4. Business Meeting minutes will be posted as a draft so everyone can view. Jim White will request Peter Miller to add to web. Kathie Anderson will forward to Tracy Reisinger for conference program.
5. Kay Soltis will work with Conference Co-Chairs, Summer Institute Chair and Training Chair to select giveaways for their events.
6. Committee Chairs need to submit budgets for 2005.
7. Letter to be drafted and signed by WASFAA President regarding the changes at ED.

From Previous Meetings:

1. Review the Bylaws to determine if they need to be updated and voted on as a result of the motion to create a representative-at-large

for active members that are not employed by an institution of higher education or an institution of higher education's central office.

2. Add policy information about refunds in our Policies and Procedures. The registrar for the event should be responsible for the granting of a refund and should request the Treasurer to create the check for the refund. The conference guide that David Levy put in place has information about refunds.

3. State presidents should bring their state banners to the 2005 conference in Portland.

4. Executive Council members should send in their WASFAA-owned physical asset information on items like walkie-talkies, left over giveaways, computers etc. to Kay Soltis when she requests this information from the Executive Council members.

5. In the Policies and Procedures, add the Treasurer-Elect to the membership of the Executive Committee.

6. Peter Miller will prepare a format for committee reports so that there is a consistent look.

7. Executive Council members should look at the Policies and Procedures manual that Catherine King-Todd sent out in May (She will resend it again.) and submit necessary updates to Kate Peterson.

8. Add to the Policies and Procedures the task that the Historical Archives Chair be responsible to remove any reports or records that should be archived from the website after they are three years old, and see that it is stored electronically (perhaps on CDs) elsewhere.

9. Add to Policies and Procedures that the Secretary will take minutes at the Fiscal Planning Meetings.

10. Executive Council members must be sure to turn in reimbursement requests to the Treasurer within 30 days of when the expense occurred.

3. Under Section 4-4 of the Policies and Procedures, include a reference to section 11 for descriptions. The actual listings of recipients should be removed and the website referenced as the source of this information.

4. Consider where else the Electronic Services Committee should be involved in WASFAA, such as the Fiscal Planning Committee.

5. Have historical archives be a part of the strategic planning for the organization.

6. Current Executive Council members should be sure to submit their newsletter articles in a timely fashion.

7. Executive Council members need to read through the entire Policies and Procedures document and submit suggestions for corrections or additions to Kate Peterson, especially in their area(s) of responsibility.

8. The secretary may want to include times when items should be completed by, when reviewing the "To Do" list at the end of meetings.

9. Kate Bligh will add the themes of our conferences and numbers of participants on the site history spreadsheet, which Jim White will

forward on to her. Kate will contact David Levy to obtain his statistics on our conferences.

10. The Policies and Procedures Manual still needs to be updated to include information about chairs obtaining event insurance. Most often it is language that is included in the site contract. Chairs should make sure that this is covered in the event planning.

11. The Policies and Procedures Manual still needs to be updated to make sure that the Fund Development committee will oversee that the tiered-sponsorship promises take place.

12. The Policies and Procedures Manual will be updated to add that WASFAA will track singular in-kind support with values that are greater than \$2000.

13. The Policies & Procedures Manual will be revised to reflect the changes that took place regarding the Research Committee.

14. The Federal Issues Committee will work on having canned paragraphs or suggested wordings for writing letters to congress, be posted to the web.

15. Peter Miller will post digital images of Executive Council members on to our website.

16. The Bylaws Committee will review Peter Miller's proposal to allow the Treasurer, Fiscal Planning Committee Chair and the President to make investment decisions related to available assets beyond just the current year.

17. The Secretary should send out a reminder on the listserv that the Executive Council's minutes are available on our website.

18. The Fiscal Planning Committee should address what the dues cover and share that information with the membership.

19. We will discuss at the transition retreat ideas to increase communication with membership. One idea would be to have a monthly teaser or reminder to the membership about events that are happening in the region. It could come from the President or the Newsletter Committee.

Addendum to October Executive Council Meeting Minutes

Marianna Deeken sent an e-mail to the Executive Council which explained/clarified issues that were discussed at the meeting.

Marianna Deeken wanted the council to know that the folks in Alaska have not been forgotten and that they (Department) are working with the leadership in Alaska to provide training there.

The reorganization of the Department was also discussed in Marianna Deeken's e-mail. She did confirm that Julie Arthur and Lisa Huynh would be doing less training, but that more staff have been added to the training unit. Also Marianna Deeken reassured us that our questions and assistance are still the highest priority to them.

For the full text of the response, please refer to the e-mail sent to the council on October 19 from Marianna Deeken.