



Executive Council Meeting Agenda  
Tuesday, January 30, 2018

Salishan Spa and Golf Resort, Gleneden  
Gallery Room

Call to Order at 3:07 by Mark

Present: Ashley Coleman, Carlos Villarroel, Shauna Harper, Susan Degen, Karen Ash, Molly Walsh, Jake Logan, Jess Kelly, Anna Hitchcock, Rachael Kloke, Elisa Lais, Greg Kerr, Ryan West, Suzie Petersen, Mary McGlothlan, Jennifer Knight, Mark Diestler, Anastacia Dillon, Russell Seidelman, Stacie Englund, Joanne Leijon, Lloyd Mueller

Welcome, Introductions, and Housekeeping

- Welcome Carlos Villarroel VP Proprietary in addition to other roles

Review and Approval of Minutes and Treasurer's Report

- Minutes from Previous EC Meeting distributed in advance. No corrections. Moved Jenn Second Stacie, carried.
- Treasurer's Report distributed in advance. Liability insurance renewed. 1099X for taxes. Music licenses renewed. Working on Treasures handbook. Development income will be \$11,000.

Vendor refund policy reviewed. Vendor cancelled on last day. Ad pulled from program. Additional member cancelation after date published. Can we swap people? Not refund... Discussion...we need a policy...once program is printed, it's too late...right now we have no deadline for vendors. Do we need a deadline far out from event? Ad hoc Committee could do the additions to agreements with vendors?

OASFAA tax preparer from past many years is retiring. Must find new CPA!

Income and Expenses reviewed. Investments doing well (in report). Annual conference income/expenses coming in. 101/201 made money. Summer Drive In small income (good).

## **Committee Reports**

### **Annual Conference**

50<sup>th</sup> Anniversary programs, bags and sweatshirts were passed around/shown. Very nice!

136 registered. 32 newcomers. Registration new to web site. A few glitches but worked. 8 corporate partners. 19 alumni. Many activities for 50<sup>th</sup> celebration. ED staff will be in attendance. Justin D will be here. Room block filled. Book early! Possible increase in block size.

Learning experience with new web site. Reporting capabilities are different.

Registration fee (higher) did not cause any problems/complaints. Budget is doing well, will come in right on it (or below).

### **Archives**

Report submitted. Google account/drive explored.

### **Communications**

Report submitted. Newsletter published! Mini newsletter after conference is being considered. Recap excitement of conference.

PDX happy hour cancelled. Maybe a theme is needed?

### **Equity, Diversity and Inclusion**

Report submitted. EDI proposal to increase resources was partially passed. New resources on web site is functional.

### **Fund Development**

Report submitted. Vendors down. Harder to attract vendors. Conference is small. Vendor funds limited. Perhaps reach out to new potential participants.

### **FA 101/201 – No report**

Made some money!

### **High School Counselor Training**

Report submitted. Presentations reorganized. Collaborate with Gear Up Oregon for material developed. Co brand with GUO. Discussion...what process is needed for co-branded? A motion?

Motion to add to P&P, ability to use OASFAA logo to materials by HS Counselor Training Committee efforts.

Jess moved, Jake seconded. Carried.

OASFAA Speakers' Bureau development on web site in progress.

### **Legislative**

Report submitted. March 7, tables reserved for OASFAA information display. Event cancelled due to short legislative session (35 days). Longer session next year. Information handout being developed.

Next legislative session schedule passed out and reviewed. OASFAA members will have to track several of the bills.

### **Membership**

Report submitted. 271 members. 31 new voting members. Welcome letters to new members.

### **Mentoring**

Committee will be disbanded.

### **OSAC Liaison (presented to Transition Meeting)**

Information on upcoming legislative actions was distributed and reviewed for benefit of new EC and committee chairs.

### **Awards**

Awards have been determined for the 50<sup>th</sup> celebration. Will be announced on Thursday.

### **Site Selection**

Report submitted. Hotels/resorts reviewed. October conference date explored. October is a more difficult time to schedule a conference. Salishan contract is in place.

### **Summer Drive-in Workshop – No report**

### **Technology (presented to Transition Meeting)**

Report submitted. Has been working on OASFAA web site. Functionality was discussed. Listserv/elist use was described. How to subscribe to the correct listserv. Uploading reports. Video's on how to use the web site will be created and posted to site.

### **Vendor Liaison**

Report submitted. "Corporate Partner Liaison" proposed for new name for committee. A vote is needed to change name.

Motion Jenn Second Jess Carried

Question, does committee chair need to be a vendor? 18-19 EC to discuss

### **Volunteer**

Report submitted  
58 volunteers this year. Certificates prepared.

### **Officer Reports**

#### **Past President:** Jennifer Knight

Report submitted. Answered questions from President Elect, conference committee, others. P&P ongoing process.

#### **President Elect:** Anastacia Dillon

Report submitted. Conference scholarship worked on. Web site update for scholarships. Election timeframe and nominees. Ballot prepared. Election held. Committees for 2018-19 recruited.

List read but not typed into minutes. Will be discussed at Wednesday transition meeting. List will be entered into record.

Discussion...

**President:** Mark Diestler

Report submitted. Goals met. Attended a variety of meetings and events. New membership structure prepared for vote.

**Segmental VP 4yr Public:** Jacob Logan

Report submitted. Email about conference to constituents.

**Segmental VP 4yr Private:** Jessica Kelly

Report submitted. Email to constituents about conference. Sign up for segmental listserv (s)! Can we impose enrollment on constituents? Need to get more people signed up.

**Segmental VP 2yr Public:** Karen Ash

Report submitted. Emailed constituents. 36 listserv members. Did a video about how to sign for listserv.

**Segmental VP Proprietary:** Carlos Villarroel (presented to Transition Meeting)

Report submitted. Discussion about adding members to listserv.

**Continued or New Business:**

Institutional Membership – vote will be conducted Friday at Annual Business Meeting  
Electronically distributed to membership 30 days in advance. 2/3 voting members needed.

Transition Meeting tomorrow morning.

WASFAA Updates...to be continued tomorrow morning.

Adjourn Mark moved. 6:00 Continue at Transition Meeting on January 31, 2018.

Prepared by Secretary Lloyd Mueller