

OREGON ASSOCIATION OF STUDENT FINANCIAL AID ADMINISTRATORS

Executive Board Meeting

October 24, 2006

University of Oregon – EMU Building – Rogue River Room

MEMBERS PRESENT:

Theresa Bosworth; Pat Downey; Melinda Dunnick; Frankie Everett; Donna Fulton; Nancy Hanscom; Patty Hoban; Mary Jo Jackson; Dennis Johnson; Jennifer Knight; Tracey Lehman; Leslie Limper; Kathy McCutchen; Suzi Petersen; Jane Reynolds; Judy Saling; Sue Shogren; Ryan West

CALL TO ORDER:

President Tracey Lehman called the meeting to order at 9:38am.

OLD BUSINESS:

Approval of Minutes:

July 19 minutes were distributed by Secretary Sue Shogren 30 days prior to today's meeting and additional copies were distributed at today's meeting. Judy Saling requested that the statement in the Site Selection Committee report attributed to her related to encouraging attendees to stay on-site at the Eugene Hilton be stricken as she does not believe it represented what she said. Ryan West requested that 'unanimously' be removed from the Site Selection Committee report because the vote of the Executive Council to move the location of the annual conference was not unanimous.

Motion to approve with two corrections made by Ryan West.

Seconded by Melinda Dunnick.

Approved with corrections by unanimous vote.

Action Items:

Tracey went over the Action Items from the last Board Meeting and noted that almost all of them are complete. Mary Jo said the scholarship person at Southern Oregon University has not called her back to discuss possible ongoing contributions by OASFAA to the Peggy Nitsos Scholarship at SOU.

Training Committee Co-Chair:

Tracey said she discussed with Elizabeth Bickford the selection of Mike Johnson as the new Training Committee Co-Chair. Mike Johnson has agreed to serve, pending Board approval.

Motion to approve made by Mary Jo.

Seconded by Donna Fulton.

Approved by unanimous vote.

Archives Committee Description:

Ryan emailed the description in August and read it to the members present. He previously provided it to Sue for the minutes and to Pat for posting online, pending Board approval.

Motion to approve made by Melinda.

Seconded by Mary Jo.

Approved by unanimous vote.

Pat reminded the Board the committee description needs to be entered into the OASFAA Policies & Procedures by Mary Jo, as Past-President. Pat will submit the committee description to ATAC for posting online.

Site Selection Committee Description:

Mary Jo provided a copy of the Committee description and said she will send it to Sue for the minutes. Jane commented that the rotation of members should be staggered so they don't all rotate of the new committee at the same time. Tracey said this should be addressed when the Committee Handbook is created. Pat said he will post the description online, pending Board approval. Mary Jo will add the description into the OASFAA Policies & Procedures.

Motion to approve made by Ryan.

Seconded by Theresa.

Approved by unanimous vote.

Tracey asked Committee Chairs to present their reports.

COMMITTEE REPORTS:

Annual Conference Committee:

Suzi announced there will be 20 break-out sessions and the key-note speaker will be I. Jordan King, President of Gallaudet College. The committee is interested in having a 'Mystery Dinner' but decided to postpone that for consideration for next year's conference. Instead of evening entertainment, there will be a conference speaker.

Suzi said she has an estimate that printing costs could be close to \$6,000 for 250 full-page bound programs with color cover, black-and-white contents. Suzi said she is aware that OASFAA cannot accept offers of complimentary printing, but they are trying to do all they can to get production costs down. Mary Jo asked if they could cut down on content. Leslie pointed out the binding was particularly expensive. Tracey provided an example of WAFAA's conference program. They had 277 attendees and Tracey offered to email Carla with WAFAA to ask about the quantity they ordered. Suzi said she believes the minimum costs will be \$4,000. Mary Jo asked whether OASFAA could build in vendor support of printing in the future. Tracey asked Suzi to get more quotes with ways to cut costs. Mary Jo offered to refer Suzi to the printer used by Clackamas Community College, and Ryan offered Western Oregon University's source. Suzi said they do need suggestions, information about cost, shipping, and prep time.

Kathy asked whether the session handouts could be provided on CD instead of as part of the paper program. Theresa asked about the plan for the pocket program. Suzi said they plan to do the same as last year, which was a smaller version that fits in the nametags. Theresa agreed it was very handy and complimented the concept.

Suzi said the next meeting of the Conference Committee is scheduled for November 15 at ECMC and they have a rough outline of the schedule. Suzi said the federal update will be on Tuesday morning and wondered about Theresa's meeting as the new President. She said their current plan is for the Executive Council meeting to be from 11:00am-noon and that the Newcomer's Session is usually between the Executive Council meeting and the start of lunch. Tracey suggested starting between 8:30am-11:00am, followed by the Newcomer's Session. Suzi suggested that at lunch both the past and the new Executive Council members could be introduced to the membership. Tracey suggested introducing the past Executive Council and attending guests at lunch the first day, and

introducing the new Executive Council at the Business Meeting. Theresa agreed. Mary Jo asked whether Tracey would announce who the new Council members are, but Tracey said no. Jane pointed out if they were introduced then attendees can meet them throughout the conference. Theresa said the announcement will be made prior and suggested they might have a special badge. Suzi said the committee is not planning to use ribbons again this year. Theresa suggested have both past and new Executive Council members at the Newcomer's session. Tracey said she likes this idea. Leslie suggested their nametags could include their OASFAA role.

Suzi asked whether the conference fee is increasing. Theresa confirmed the new rates will be \$165 for Early Bird members, \$200 for members, \$195 for Early Bird non-members, \$230 for on-time non-members, and \$240 for anyone registering on site. Suzi said one or two sessions are still to be determined. Suzi also announced they are planning a charity drive associated with the conference, to benefit foster children in grade school or high school in the Lincoln City area. Donna asked whether they are working with an organization to make this happen. Tracey said she is contacting DHS. Suzi said the concept is to have a speaker and then present OASFAA's donation to that person. Pat pointed out that OSAC offers the Chafee Scholarship. Tracey asked Pat to work with Suzi on this. Suzi said members will know about this on the registration page for the conference and they can donate at that time. Mary Jo suggested sponsoring a one-term scholarship. Tracey said that in the latest research, it's not the money so much as they support system that makes a difference for former foster kids to go to college. Theresa asked when more information will be available. Suzi said after the next meeting in mid-November she should have something for Pat to post online. Tracey asked Jane to contact someone at Oregon Coast Community College for input on this concept.

FA101:

Tracey asked if anyone attended FA101. Theresa said she believes FA101 is the very best thing OASFAA does and suggested sending it around the state. Tracey said the Co-Chairs would be happy to provide the content for others to travel and deliver. Judy asked whether use of technology like a webinar would help share this training more broadly, especially if someone had paid but couldn't attend. Mary Jo wondered about taping the presentation instead. Tracey will ask Elizabeth and Mike to discuss this concept further.

Technology Committee:

Pat Downey said he provided the ATAC agreement to Tracey and Ryan. ATAC will take the website down to perform the upgrade, which they will announce to the membership at the time. He said he expects the website will be back up by November 22. Tracey suggested the annual conference information could be posted as the website goes back up. Melinda confirmed the online scholarship application is working. Pat said the site reorganization OASFAA requested is part of this upgrade. Tracey said she likes the idea of replacing the current front page with the President's letter; she will have her next President's letter ready before the upgrade so it can go live when the website does. Pat asked Suzi for the list of Conference Committee members for posting online. He confirmed that committee descriptions should be up after the upgrade. Theresa asked about ATAC's turnaround time and whether there is some standard specified in OASFAA's contract with ATAC. Pat explained it takes approximately 2 week for registration setup and 1 week for changes or updates to go live. He offered to research the contract for specified timeframes. Theresa said OASFAA should hold them to the timelines in the contract and asked whether they are keeping to the timeframes he just outlined. Pat said sometimes they are not and he has to follow up with ATAC on some things. Tracey said the WASFAA State Presidents are addressing this because ATAC does the sites for so many of the associations.

Pat announced that ECMC and OSAC are partnering to distribute ECMC's Opportunities brochure and OSAC's Scholarship Applications together. In a mailing to all schools, they are enclosing three copies and inviting schools to order the quantity they want. He said the last paragraph of the letter highlights College Goal Oregon. Donna added that the posters announcing the program have tear-offs listing sites. She said all colleges and high schools in the state will get a packet very soon. Pat said the program is getting mention on 'gotocollege.org,' which is sponsored by Mapping-Your-Future.

Support Staff Training Committee:

Frankie Everett said most of the presenters are all lined up. She said Rob would like to know whether committee members and presenters are supposed to register and pay. Tracey said she thought that if committee members wouldn't normally attend the event, then the committee should provide the meal and the member would register and pay the fee; if they would normally attend, then OASFAA covers it. Leslie pointed out that teachers and supporters are not really the target audience for the training. Tracey referred to Policies & Procedures 4.10.2 regarding Reimbursements to Members.

Jane suggested this might be another program OASFAA could send around the state or consider offering as a webinar. Tracey will ask the Training Committee to pursue this concept. Mary Jo cautioned that OASFAA would have to work with presenters regarding any proprietary information that OASFAA might want to be distributing.

Pat mentioned that Rob, Frankie and Leslie will all receive registration email related to the Support Staff Workshop.

Tracey asked Theresa if she wanted to discuss Scholarship Applications, which Theresa requested be postponed until later in the agenda.

There was a 15-minute break. The meeting resumed at 11:10am.

Event Registration:

Jane mentioned the need to time registration carefully around the holidays, based on experience from previous years. Leslie said she considered that in determining the Early Bird Registration deadline of January 10, which still allows enough time for food counts and payments, etc. She will work with Pat to implement some suggestions given to her by Tracey for processing 'comps' for speakers. Leslie said she is working with Kathy on registration information for vendors.

Membership Committee:

Jane reported 267 current members, which she said is down 5% overall. Institutional membership is up 8%. She anticipates a flurry of renewals related to annual conference registration, and once the first announcement about the conference goes out, she will follow up with an email reminder about membership. Jane asked for an update regarding an increase in membership fees. Tracey said a \$5 increase has been proposed. Jane asked whether OASFAA would consider accepting credit cards. Tracey said the issue is the associated fees. Mary Jo agreed the reason for not accepting credit cards is the cost factor.

Development Committee:

Kathy reported almost everyone has now paid their pledges, including SimpleTuition who paid the day before the meeting. Kathy said giving them the early-October deadline worked well. She said 2

tables at the conference have been reserved already because NELA bought an extra table along with their booth. Tracey said that is OK as long as they pay. Sue asked Kathy if she were concerned there wouldn't be enough room for everyone if we allow the purchase of additional tables. Kathy said that is why she wants to clarify OASFAA's policy. Tracey said she believed it to be fair as long as they all know how it works. Kathy will send information again in November, and she and Leslie will send set-up information again.

Nancy said she has been working on web site logos and links and the differentiation of sponsorship levels of platinum, diamond and gold. She is working with Pat to work this out with ATAC. Nancy is reviewing existing banners and what needs to be added to which pages, and how to rearrange logos and links to match sponsorship options. Nancy has been sending out individual emails to sponsors tailored to their specific situations. Nancy said she sent an email out again regarding Newsletter ads and she has received two so far.

Nancy said she is working on the signage for the registration area at the conference. Last year she used transparencies, which are less permanent and worked pretty well. She said she wants to upgrade the board and is open to input on the size and look of the signage. Kathy said she thought the names and logos looked good last year.

Tracey asked Kathy to talk to Sallie Mae Northwest because even though they ended up sponsoring at the platinum level for each of their lenders, they had asked WAFSA if they could sponsor at the platinum level once for all of their combined lenders. Mary Jo suggested sponsorship should be tied to one name and if they want individual names recognized then it should cost more. Suzi suggested making it simple by insisting on one name per sponsorship and one table per name. Kathy said last year NELA wanted a second table and there's nothing in the current guidelines that says they can't. Nancy pointed out that the complexity of it extends to the handling of logos and banners, too. Jennifer suggested that having multiple Platinum sponsorships is misleading, too, if really paid by one organization. Mary Jo suggested that Kathy, Jennifer and Nancy propose an approach for handling combined lenders and requests for multiple tables for the next meeting, to be firmed up by the annual conference, with dates and deadlines to roll out before next year. Jennifer asked how tables relate to sponsorships. Kathy said it was decided not to tie them together. Jennifer suggested having tables related to sponsorship and tables available for individuals. Mary Jo agreed that the Board should be pro-active in considering this before it becomes a problem. Judy suggested OASFAA could consider creating a corporate sponsorship level.

Training Committee:

Tracey spoke on behalf of Elizabeth and Mike who were not in attendance. The Committee is discussing the creation of FA201 to be presented during the summer of 2007, to include topics such as leadership, technology issues, supervising in the Financial Aid Office, and taking on greater roles. This program would be offered on a trial basis, soliciting review and comment to determine whether to continue.

Tracey reported that HS Counselor Training happened at sites in Eugene, Monmouth and Ashland with information tracked as basic or advanced. The handouts included the 2007-08 FAFSA. Theresa asked if any training was offered in eastern Oregon. Tracey said it was not. The next meeting of the Training Committee is scheduled for sometime during November to discuss FA101 vs. FA201, a leadership component, and a means of including directors and managers in the design of the program in order to meet their needs in developing their staff. Mary Jo suggested an ad hoc committee could be established to develop the FA201 concept, to include Crisanne, Dan and Kathy

Campbell. Mary Jo also suggested that the delivery plan be broadened to cover the entire state. Patty suggested content should be relevant to different types of schools and feedback from directors at different schools could help with that. Mary Jo agreed and said the community colleges haven't heard from anyone about this concept.

Jane asked about leadership training. Tracey said Elizabeth had planned to develop this further but she's had a busy year and her Co-Chair resigned. Tracey suggested this might happen in the spring. Judy asked whether it had been more than two years since this kind of training was offered. Jane said it was offered two years ago in January.

Ryan said the HERA training at OSU three weeks ago was very good and that the materials may still be available.

Legislative Committee/OSAC update:

Dennis reported for Susan, who could not attend today's meeting, that the budget process is limping along and that what happens in the next biennium depends on which candidate Oregon chooses this November as the next Governor. He said the implementation schedule will be very tight so they are preparing now by running simulations on various possible scenarios. Dennis said OSAC's IT staff have suggested two approaches for working with the new model. Compared to the current fiscal year with expenditures of \$30-35 million, they expect to spend \$70 million in the first year of the biennium and then \$152 million in the second year once the program is fully funded.

Dennis reported that they have been reviewing requests from schools for Oregon Opportunity Grant based on professional judgment determinations. They accepted most of them and rejected only a few because the student did not also meet all of the rest of the criteria in order to qualify for the grant.

Dennis reported that the Scholarship Application is out this year earlier than ever before in order to be available as a recruiting tool and at college fairs. He said there are more than 340 scholarships for which students can apply using one form. Dennis said changes this year include replacing two big essays with four smaller ones with 150-word limits, and that students can apply online. He said Early Bird Scholarships are available again this year for students who apply by February 15. Jane asked about the word limit and whether the online application cuts them off at 150 words. Dennis replied that it does cut them off so they can edit it down to the right word limit, but that they do not plan to police this. Dennis said the application is being delivered in partnership with ECMC, and that schools will get a few copies and must order the supply they want. Pat said ECMC has a Spanish-language version of the national Opportunities brochure, with one for Oregon in development. Dennis said it should be available soon for bi-lingual events and at College Goal Oregon sites in January. Kathy said that a PowerPoint to go along with it is currently in development, too. At the conclusion of this presentation, Dennis left the meeting.

OPB Night:

Judy announced that the date of the broadcast will be Wednesday, December 13, from 8:00-9:00pm. She said the same producer has been assigned to this broadcast. Judy said some updating of the script is required, and the vignettes were updated last year so this year's focus will be on graphics and the overall look of the broadcast. Donna asked whether College Goal Sunday could be mentioned during the broadcast, using a banner or a screen map of the sites. Judy said she will explore this.

Archives Committee:

Ryan said he had been working on the committee description that was adopted earlier in today's meeting. Policies & Procedures are under development.

Newsletter:

Sue reported that the November issue was already going to be delayed until mid-November, but with the upgrade to the website, the new goal is to have it posted when the website goes back up on November 22. Sue said this means she can accept submissions up through November 10 for inclusion in the next digital issue. She reported that the following issue will be a printed version scheduled for delivery during January, prior to the annual conference, with a submission deadline of November 30. Tracey asked Sue to be sure to coordinate content and timing with the Conference Committee.

Site Selection Committee:

Mary Jo said the committee will be meeting again soon and had no other news to report.

Election Committee:

Theresa said she requested nominations for Board positions by October 20 and still needs more. Mary Jo commented that two nominees are required for each position. Theresa clarified that two are required for the positions of President-Elect, Treasurer and Secretary, but it is not mandated for VP positions. Suzi suggested that the slate of officers be determined at Segmental Meetings at the annual conference, which would be confirmed later in the fall at the time voting takes place. Melinda said that seemed like a very long period to wait and so much could change between January and November. Melinda also pointed out that not everyone is able to attend the conference. Donna commented that if someone can't be actively involved or attend events, maybe that person should not be a VP. Tracey said nominees are needed now for this year's vote.

Theresa reviewed that the by-laws call for elections in the fall, which she proposed should be no later than the first part of December, and she asked how much longer to wait for more nominations. She said VP's are already reaching out to their segments to find nominees. Tracey suggested working backwards: if elections need to be done by December 21, then voting needs to open by December 12 and continue through December 18, which means Pat needs the information to post by November 27. Tracey suggested the goal should be for the ballot to be up November 22 when the web site goes back online, so Theresa needs more names before November 22.

Mary Jo asked whether information was provided about the nominees for President-Elect, Secretary and Treasurer. Tracey said last year it was provided. Theresa said the information should be collected to write bios. Theresa said she would expect the results from ATAC December 19, and that the President-Elect calls the winners and the President calls the others. Mary Jo said they need to be at a meeting. Tracey asked Theresa to be sure to collect a way to get in touch with each nominee once the results are known. Pat said he will need to be able to provide to ATAC the ballot and the bios of the nominees. He asked whether the Executive Committee needs to review the results. Tracey said results must be viewed by the President, the Past-President and one other person, which in this case would be Pat. Theresa said she needs resolution by November 3 in order to send out information early in the second week of November, and the slate must be approved by the officers via email. Tracey agreed that approval can't wait until the next Board meeting. Pat commented that he needs a draft of the membership increase for the ballot. Tracey asked Jane to draft this and provide it to Pat.

Theresa commented that Dick Heath was incorrectly listed as a nominee for VP – Proprietary and would need to be a nominee for VP – Private. Patty asked whether it would be acceptable to have three nominees for VP, since two were already identified. Theresa said she wanted to contact Dick to ask about the Secretary position instead. She said she also would call Scott Money about whether he might run for Treasurer-Elect or President-Elect. Theresa said she would email an updated list to the Executive Board, along with a recap of the timeline related to elections. Pat asked whether an email to the list-serve would be used for notifying the membership. Tracey affirmed this.

There was a brief break for members to get something for a working lunch. The meeting resumed at 12:50pm.

Vendor Liaison:

Jennifer said she will send out an email reminder to the vendors regarding OASFAA's policies related to use of the OASFAA list-serve and calendar postings.

TREASURER'S REPORT:

Donna began with a review of College Goal Oregon news. She said the flyer is ready for distribution, which uses well-known logos for credibility. She announced they now have 16 locations now that they have added Blue Mountain Community College. She said the flyer has a tear-off so students can take away the list of locations and a list of what information to bring with them to the site. Donna said letters are being mailed to parents of high school seniors. She also announced that they will have drawings for a \$500 scholarship or a jump drive. She commented that other states in their first year of the program have attempted only 2 sites. She complimented all of the contributing partners for their enthusiastic support of the program. Donna said she would provide an electronic version of the flyer to Judy for the OPB broadcast.

Donna distributed copies of the budget from 5/16/06 revised after the 7/19/06 Board Meeting, the Treasurer's Report from 7/18/06 with corrections, and the current Treasurer's Report. Kathy pointed out that with the payments she turned over to Donna, the Development income budget has almost been reached already and they haven't even really begun selling tables for the conference yet. Ryan asked for confirmation that no vote was needed to accept the Treasurer's Report. Tracey agreed that a vote was only required if action needs to be taken or changes are made.

Theresa asked about the printing budget for the annual conference. Donna explained that initially no budget had been assigned and then the adjustments were made to include a budget after some funding was added to scholarships and to the reserve.

PRESIDENT-ELECT'S REPORT:

Theresa reported the scholarship application has not been used for the Support Staff Workshop yet and it is nearing the time to implement it for the Annual Conference to allow for 60-day advance notice. Ryan asked whether it actually is too late for the Support Staff Training. Theresa said there might be enough time if it could get done this week. Theresa explained two scholarships would be used for Support Staff Training, and 22 \$165 scholarships would be offered for the Annual Conference. Theresa said she is not receiving scholarship applications through the web site to review. Pat said he will follow up with ATAC to make sure they are being forwarded to Theresa. Tracey asked that Committee Members check whether they are receiving scholarship applications, and if so, forward them to Theresa. Pat asked to confirm application deadlines. Theresa said she

could send an email reminder about the deadline, letting potential applicants know funding is still available. Tracey mentioned that sometimes there are both OASFAA-sponsored and WASFAA-sponsored applications to collect, such as 1 scholarship to MLI from WASFAA this fall. Theresa said she is working on a Scholarship Committee description, which should be available for the next Board Meeting.

SEGMENTAL VP'S REPORTS:

Melinda reported she received no response from Directors regarding nominations for VP of her segment. Tracey asked Melinda to find out if Kevin Jensen might be willing to run for a different office. Patty reported that discussion is happening in her segment around the FA 201 concept. Ryan said he had no news to report. Dawn was not in attendance.

NEW BUSINESS:

Liability Insurance:

Tracey reviewed that OASFAA has not had coverage since 2001. Tracey explained that WASFAA has an insurance carrier that is not applicable in Oregon and she has tried to contact other carriers but received literally no response. Donna reviewed that OASFAA is looking for liability insurance and bonding, and that she has quotes and wants to sit down with an agent to discuss OASFAA's needs. Kathy asked whether the quotes were in the ballpark for what is currently budgeted. Donna suggested there might be aspects of the proposed coverage OASFAA wouldn't need, so until she talks with an agent it is hard to know for sure. Tracey said she and Donna will continue their research and develop a proposal for the next Board Meeting. Donna said once Tracey signs a 'bind' then coverage begins immediately, even if full payment has not yet been made.

Posting Non-OASFAA Events to the List-serve:

Tracey reviewed that, although the list-serve is not available to vendors to advertise events, trainings or personal updates, Dan Cosgrove recently advertised an event and Sam Collie sent an update regarding the upcoming Tax Workshop. Jennifer commented that states vary in usage rules, with some more conservative than others. She said it is certainly up to the Board how conservative to be; restricting usage certainly helps prevent overloaded e-mailboxes. Mary Jo commented that it escalates once it starts and when more is sent, less is read. Mary Jo said that when the list-serve was set up, it was expected OASFAA would reach this point eventually. Jennifer posed the question whether OASFAA wants to make increasingly available this free method getting out information and notices of opportunities. Tracey pointed out that members from Direct Lending schools won't always find it a beneficial use of their list-serve. Mary Jo said most vendors simply create their own email lists from the business cards they collect. Tracey asked whether the monitor function could change to check for this kind of usage, if OASFAA wanted it. Pat said he would have to ask ATAC, if the Board wanted that information. Mary Jo suggested instead an email reminder of the policy to all members, perhaps once each year, clarifying they can use the calendar but not the list-serve to post information about events and trainings. Melinda asked whether there is some online notification regarding acceptable use. Pat explained it is already there. Jennifer suggested Tracey might provide some language, as OASFAA President. Mary Jo commented that if we simply update what's already there instead, we can avoid ATAC charges. Sue clarified that she usually seeks the President's approval before posting events to the online calendar. Jennifer asked whether the new Vendor Liaison is picked at the Annual Conference and Tracey responded affirmatively.

E-Orientation Proposal:

Sue submitted a proposal that she and three other OASF AA members developed for providing an electronic orientation for new members. Mary Jo asked whether this should actually be the responsibility of the Training Committee. Tracey suggested it could be under Membership instead, since the suggestion is that it be delivered as part of the response to a new member's payment of membership dues. Theresa reviewed the Membership Committee's role as described in Policies & Procedures and said that one responsibility of the Membership Chair is to prepare and send information regarding 'membership issues.' Theresa recommended that since a PowerPoint could be stripped by some email providers, links to a page on the web site might be preferable. Sue explained that one of the priorities for developing this concept is to find a way to implement it for minimal cost. Theresa suggested gathering more information about the potential costs of various ways to deliver the information, such as web site updates vs. streaming video. Theresa asked how this relates to the concept of developing Mentors within OASF AA, including the possibility that Segmental VP's might act as Mentors. Jane asked Pat whether information about a new member could be routed automatically to the correct Segmental VP, which Pat said he thought was possible. Theresa suggested that this kind of role might be good to add to the Segmental VP's job description anyway, regardless of how the E-Orientation concept proceeds. Jennifer suggested that the Vendor Liaison could be the contact person for new members not affiliated with particular school segments. Sue asked whether the 'orientation' should be structured in such a way to be sent to both new and renewal members. Tracey suggested information for renewing members be considered Phase II of the project. Tracey asked the Work Group to continue to pursue the concept and related costs, and that Segmental VP's could start reaching out now to new members as a good way to serve their segments. Sue said the Work Group would try to have more information by the next Board Meeting.

OASF AA Newsletter:

Sue confirmed that the upcoming deadlines for OASF AA Newsletter submissions are now November 10 for the November 22 electronic issue and November 30 for the January 15 print issue. Tracey asked Nancy and Jennifer to deliver another reminder to vendors regarding the print issue scheduled for distribution just prior to the Annual Conference. Pat confirmed once ATAC has the web site back online, an email to the membership will go out and the President can send out an additional email announcement.

MyRichUncle Discussion:

Tracey reviewed that NASF AA and WASF AA have already taken a stance with regard to this organization, refusing to accept sponsorship. Jane suggested that OASF AA might want to look more closely at the types of organizations accepted for membership, which she suggested is an even broader issue than potential involvement with this one particular organization. Tracey suggested OASF AA review its definition of 'member' and any restrictions it wishes to place on qualifications for membership in the future. Jennifer said the President of the Washington Association sent an email out to the list-serve in that state and announced their decision to allow MRU to come to their conference. Tracey said she recognizes that at some point OASF AA may be faced with making the same decision, which is why she brought it up for consideration. No decision was reached related to this particular organization's particular involvement with OASF AA or at its Annual Conference.

WASF AA President's Exchange:

Tracey said she attended the Washington State Association's annual conference as part of WASF AA's exchange program. She shared examples of their program guide and pocket program and said she brought back some good ideas to share with the Chairs of the Conference Committee. Tracey said she also brought back an idea from the Washington State Association's Executive

Council, which is a template for providing reports at each Board Meeting. Tracey said she would provide the template for each Committee Chair.

ADDITIONAL NEW BUSINESS:

Annual Conference Awards:

Mary Jo said she and Pat have a list of the 2006 awards given, and suggested that the awards for 2007 be selected at the next Board Meeting so they can be announced at the Annual Conference.

ADJOURNED:

Motion to adjourn made by Theresa.

Seconded by Melinda.

By unanimous vote, the Executive Council meeting adjourned at 2:15pm.

Respectfully submitted,
Sue Shogren
Secretary