

**Minutes of the CAPFAA Meeting
Friday, January 21, 2005**

Present: Bernie Shea, Walter Shicko, Lisa Kyranos, Karen Flynn, William Mangini, Neville Brown, Henry Miller, Florence LaCroix, Vanessa Richmond, Beth Baker, Mercy Smith, Heather Hamilton, Rich Bishop.

Vanessa called the meeting to order at 1:09 p.m..

The November meeting minutes were reviewed... Bill commented that Debbie Amodio was not present at November meeting. Vanessa suggested revisions as noted. Bill motioned to accept minutes as modified. Neville 2nd the motion. November minutes were accepted/motion carried.

President Report: Vanessa Richmond

Laptop was purchased. Thanks to Heather and Quinnipiac University. An Ad-hoc ethics committee is being formulated. Nelnet donated \$5,000 towards the scholarship fund. Thank you note was received from one of the scholarship recipient. Update to the web-page newsletter "President's Message".

Treasurer-Flo LaCroix

Created a transfer section on her spreadsheet. Currently there is \$11,000 outstanding for previous events. Recommendation made by Treasurer those meetings that cost \$10-\$15 dollars to attend payment should be required at the door. Delinquent payments will be followed up by Henry, Heather and Mercy. Scholarship enrollment verifications will be mailed out next week. Discussion took place regarding comment on payment at door be mandatory. Heather made a motion to have appropriate committee rep work with Flo and see who hasn't paid after a month and then contact them. Registration desk would not require payment. Mercy motioned to give non-payer an invoice at check-in. Bill seconded amended motion. Motion carried.

Vice President –Heather Hamilton

Tax workshop to be held March 9 & 10th. Registration for workshop is on the website. College Board will be donating the workshop books. College Board Loan Program is paying for Jim Briggs. There are 3 mini-trainings for spring. Frontliners training was quite successful. Only 4 people didn't attend out of 30 registrants. Discussion took place regarding the email to CAPFAA-L from 2 Frontliner registrants who complained about the facilities. Walter made a motion to not return registration fees to the 2 Frontliners. Bernie 2nd the motion. Motion passed. 2 abstentions. Motion was made from Jim with amendment that they must pay if they haven't done so already and we will invoice them. Walter 2nd the motion. Motion carried. 3 abstentions.

President Elect- Rich Bishop

Handed out 2005-2006 scholarship application. Vanessa motioned that the original scholarship budget be increased by \$2,000. Rich 2nd the motion. Discussion took place to increase EFC cutoff. Rich motioned to increase efc cutoff to 5,000 from 3850. Beth 2nd the motion. Motion carried.

Secretary- Sandra Vitale

Absent

Past President: Bill Mangini

Directories distributed at Winter Conference and mailed to those who did not attend the conference. Bill said there is 1 tentative nominee for each open position. He hopes to have a full slate at next Executive Council meeting.

EASFAA Representative: Karen Flynn

Will be attending EASFAA Council next weekend in Atlantic City. Will be voting for EASFAA Mentoring Scholarship after this meeting

Financial Aid Fair: Lisa Kyranos

Aqua Turf reserved for November 5, 2005. CEU's to be sent out by the end of the month. Next year's co-chairs are Lisa and Andrew Foster.

Annual Business Meeting: Bernie Shea

Will be meeting with Mountainside for picnic.

Early Awareness: Ivette Rivera-Dryer

Requesting \$800 be added to her budget for pizza parties for the poster winners. New Haven Financial Aid Fair scheduled for March 30. Mark French helping to coordinate a trip to Boston for high school to visit colleges. Looking to set up a program on college savings for middle and elementary age students and their parents. Motion made by Ivette to add \$800 to budget. Motion carried.

Golf Tournament: Joe Martinkovic

Four foursomes still have not paid. A profit of \$3,779 was made for scholarships.

Mentoring Committee: Neville Brown

Neville thanked Winter Conference co-chairs for their support of the mentoring attendees. Mentees will be writing about their experience to be published in CAPFAA newsletter. Would like to plan a training session for spring. Diversity or mentoring round-table. Committees will get together.

Proprietary Concerns Committee: Absent.

Constitution and By-laws: Henry Miller

Good response to Ethics and Ad-hoc committee. Suggests a round table discussion.

Electronic Initiatives - Jim Kuhlen

Tax registration is posted on website. Amended calendar of events. Vanessa will send out email to listserv to check calendar of events.

Nuts & Bolts Training: Henry Miller

50 people registered. Those signed up are from the lending community, proprietary, public, private and federal institutions. People who should attend are Business Office people, any one who has been in fa for a day - 6 months and finance people.

Newsletter: Absent

Winter Conference: Beth and Mercy

208 registered. Came in under budget. Recommendation from Heather that next year's conference committee look at alternative hotels for December 2006.

Strategic Planning - Absent

Old Business:

Equipment custody form to be emailed to chairs.

New Business:

None

Meeting adjourned 3:50 p.m.