

4/15/05

## CAPFAA COUNCIL MEETING NOTES

Present: Vanessa, Flo, Heather, Neville, Joe, Phil, Rich, Jim, Karen, Walter and Bernie.

Meeting called to order @ 1.10 PM.

Strategic Planning: Capfaa Survey- Frequency Distribution. Phil reviewed the results from the survey. Overall, not bad compared to the initial discussions of the Focus Group. Phil noted that questions regarding Membership (#7, 8, 9) and Outreach show that members need help however no one wants to get more involved. Next meeting (May), Phil will provide an executive summary. Phil will email executive council and expects all results to be sent back within a week. The annual meeting booklet will include the executive summary. Neville noted that workshops for volunteers would aid in boosting future capfaa volunteers. Phil suggested a focus group, that targets the capfaa members 30 or younger, could yield more answers for developing stronger volunteer support.

Review of minutes. Revisions made to the March minutes. Bill motioned to accept the revised minutes. Rich seconded.

### Officer's Reports

President Elect: The Scholarship Committee is getting ready to begin its review of the applications. To date over 40 scholarship applications have been received. The Conference Committee will have a meeting on April 26<sup>th</sup> at 12 noon at CSLF to wrap up the 2004 Winter Conference. They will also begin to discuss the 2005 Winter Conference. John Giordano has agreed to be one of the Co-chairs for the 2005 Winter Conference.

President: Nothing to report. Illness.

Treasurer: Major past dues paid. \$500-600 now remains as outstanding.

Vice President: Tax workshop results were positive. Mini Spring Training will include: Diversity and Financial Aid April 25<sup>th</sup> at MCC, Mini Roundtable discussions for Public, Private, Grad and Proprietary will be held on May 11<sup>th</sup> (at four different locations) and on May 25<sup>th</sup> at UNH, the

final Mini Spring Training will be on Summer Aid and SAP. Heather is seeking to secure a 2005 site for Fall Training for the new VP.

EASF AA Rep: Spring Training for EASF AA Online 4/14/04. Karen will not attend the EASF AA Conference. Neville will present the gift in her place. The gift is a pewter bowl.

Past President: RE: Elections - still seeking 2 candidates for each position. Monday, May 2<sup>nd</sup> is the voting deadline. The Lifetime and Cunningham voting deadline is April 22<sup>nd</sup>.

Annual Business Meeting: The registration went live on April 6<sup>th</sup>. As of today, 62 have signed up. 12 have paid in full. Suggested that all the Chairs discuss their experiences as a way to encourage new volunteers during the business meeting. Space will be provided to review and vote for the best CAPFAA logo.

Mentoring: Please refer to article on “Capfaa Mentee-For-A-Day Program” in April’s Newsletter.

DMC: All is confirmed for our Diversity session as part of the Spring Mini-Training activities at MCC on April 25<sup>th</sup>. The session is “Diversity Moves Us Forward” by Leslie Mills & Dave Kelly from Bank of America.

Golf: Nothing to report.

Winter Conference: Absent...Perhaps Julie Lai as a Co – Chair for 2005.

Electronic Initiatives: CAPFAA Web Page ...To Do...March Minutes, President’s Minutes, Award Recipients list, Invoice with registrations and deploy registration for Diversity Mini Training. No issue w/ Capfaa list serve.

Constitution, By Laws and Association History: Absent

Development: Absent

Early Awareness: Absent

Ethics: Absent

Financial Aid Fair: Absent

Newsletter: Absent

Proprietary Concern: Absent

OLD BUSINESS: Table comments to later date (May 2005).

NEW BUSINESS: Retreat TBD

Adjournment: 3.41 PM