

CAPFAA Executive Meeting  
August 19, 2005

Present: Jim Kuhlen, Rich Bishop, Joe Martinkovic, Walter Shicko, Dan Shields,  
Pat Hickey, Sandra Vitale, Vanessa Richmond, Odette Franceskino,

Meeting started 1:12 p.m.

President welcomed everyone. May 2005 minutes were reviewed. Joe questioned old business regarding who was able to be a sponsor at CAPFAA events. Was it resolved at CAPFAA retreat-NO. Joe suggested this issue be resolved at the September CAPFAA meeting.

Treasurer's Report-Florence LaCroix

Flo was absent. Rich presented spreadsheet and figures for \$125,000 in income going into 0506 year. Some deposits have to come out of 0405 budget not paid yet.

President Elect- Beth Baker  
Absent

Past President-Vanessa Richmond

Flo will send out membership reminders next month. Coordination of CAPFAA Directory will begin shortly. Joe questioned accurate information in the Directory-due to the fact that if there are no changes to membership information-the database does not update with a date that you reviewed your information. Jim will work with Flo to make modification to the online directory.

Dan Shields questioned how to change location of his business. Jim said to send changes to him directly and he will update the location-restricted access.

Vice President- Training Pattie

College Board will not sponsor the cost of Jim Briggs for tax workshop. Pat said Pattie would like to offer the event as a platinum sponsor. Fall Training, October 12, 2005, CT Grand Hotel. Fee for training \$25. Registration live September 12, 2005. Entice new attendees to attend offering \$50 gift certificate.

EASFAA Training tentative 10/20/05.

EASFAA Representative-Odette

Posted CT report online. Unable to attend retreat in June-but received manual from Susan Howard. EASFAA Training tentative 10/20/05. EASFAA trainer needed to present in CT. Odette is looking for a volunteer. Topic is Administrative Capability: Campus-Wide Compliance.

Next EASFAA Council meeting is 11/29-12/2/2005 in San Juan, Puerto Rico.

Leadership Development Committee of EASFAA requested a time slot for a session at the Winter Conference. Joe confirmed the time slot for the winter conference 9:15-1:30 p.m.

Odette stated Larry Chambers had a boating accident. Odette suggested CAPFAA send a card-address given.

Sandy to send Thinking of you Card-Your colleagues at CAPFAA.

#### Development Committee-Kimber Decker

Goal \$80,000. SallieMae want to sponsor lanyards and bags for winter conference.

SallieMae forwards their sponsorship (\$4,000) to CAPFAA and the winter conference committee gets lanyards and bags.

Sample CAPFAA Sponsorship Options form 2005-2006 was handed out to review.

Sponsorship form has not been sent out to vendors yet. Vanessa suggested it is okay to offer more platinum sponsors than we have platinum sponsored event. Tax workshop will be offered as a platinum sponsored event on sponsorship option form.

#### Winter Conference-Joe Martinkovic

Moving along well. One session doesn't have a speaker. Big news Joe received confirmation that Attorney Richard Blumenthal will speak on Ethics in CT- Understanding the Ethics Code. Tuesday morning session at conference.

Menus are set.

#### Golf Tournament-Joe Martinkovic

Notices have gone out to all vendors-total 36. 4 commitments to date. 6-declines.

CHESLA not participating or sponsoring any golf tournaments this year. Committee feels the tournament will do okay. One vendor can't participate but will make a donation to the scholarship committee. Calendar of things to do has been created and will be sent out. Good shape. 9/21/05. Rain date: following Wednesday.

#### Guidance Counselor Fair

13 members on committee. 2 meetings to date. Finalizing speakers and people for panels. Good news-luncheon speaker: David Sheraton has confirmed topic "Dealing with Financial Aid Fraud". Booked 11/7/2005-Aqua Turf. Notification for registration will go out in September.

#### Proprietary Concerns-Dan Shields

Trying to increase membership. Currently have 9 members. Goal 4-5 meetings. October 7, 2005 will be first meeting. Working on topics and issues.

#### Mentoring-No Report

#### Electronic Initiatives-Jim Kuhlen

CAPFAA Web Pages- Annual updates have been completed. Officers, Committee Chairs, President's Message-event calendar updated-send locations fees. Membership Renewal Process with invoice have been created.

Jim is working with Kimber to put Sponsor Documents on the Web. CAPFAA Listserv no new issues.

Annual Business Meeting- Walter Schiko

Everyone paid from last years business meeting. Received quote from The Farmington Club. Cost \$20 more than Mountainside. If think of making change will ask membership if they are willing to absorb the increase.

Mountainside is booked for June 7, 2005.

Strategic Planning-No Report

Newsletter- No Report

Ethics-No Report

Early Awareness-No Report

Constitution, By-Laws and University History

Graduate and Professional Concerns Committee

September 8, 2005 first meeting – at Quinnipiac University. Odette received 14 responses. Will report back at September meeting.

Secretary – Sandra Vitale

Submitted letterhead quotes of \$268 for new letterhead with new logo and officers names. Okay to order letterhead per committee.

New Business

EASFAA conference call on Monday with Rich and CT members. Topic: Reauthorization.

Meeting Adjourned 2:43. Next meeting 9/16/2005.