

IASFAA Executive Council Meeting
May 31, 2023
Boise State University, MBEB 4201

8:10 am meeting called to order

Present:

- President: Kelley Christianson, Boise State University 425-876-3986
- Past-President: Laura Hughes, Lewis-Clark State College 208-503-2275
- Vice President: Yazmin Zalazar, Boise State University 208-841-6776
- Secretary Treasurer: Kait Chase, Boise State University 208-861-0016
- Representative-at-Large: Sylvia Turley, BYU-Idaho 208-206-2694
- Past-Rep-at-Large: Jennifer Service, College of Southern Idaho 208-539-6770
- Past-Secretary Treasurer: Jenee Snyder, College of Western Idaho (arrived after lunch) 208-871-1158

Discussion of election results:

- President: Kelley Christianson, Boise State University
- Vice President: Yazmin Zalazar, Boise State University
- Secretary Treasurer: Kait Chase, Boise State University
- Representative-at-Large: Sylvia Turley, BYU-Idaho

8:19 am: Results of election accepted by Executive Council

- Jenee - minutes for election. Used May 1st, date email was sent. Jenee has copy

Constitution and Bylaws discussion

- Review for changes - Per Jenee, changes approved in 2019
- Membership reviews Constitution and Bylaws September 1.
- Vote in October at meeting

Discussion of IASFAA role/duties

- Constitution section 5: duties of the officers
 - Election for President Elect (create P&P) article 8 of constitution
 - Election cycle: in February
- Connection between EC members (use as resources)
 - Access to bank account for the President and Treasurer
 - Discussion on software change, currently using Excel. Quickbooks?
 - Per Jenee, template on flashdrive for expenses
 - Access to website
 - Need to pay to recover
 - Who should have access
 - Web committee/volunteer (do it in pairs)
 - Volunteer for conference
 - Compensation of Officers - Section 2 of Constitution

- Create a travel reimbursement (borrow WASFAA's). Mileage and parking, etc. Use receipts
 - Future discussion for P&P, per diem or receipts
- Tax status - info from Jenee
 - Are we exempt
 - What is our status
 - Physical address for bank transition: President's institution. Using Boise State University address
 - State requirement - Jenee re-registered with the State

IASFAA Conference Agenda

- Oct 2-3, 2023 in Boise at Boise Center
 - Block of rooms reserved at Boise Grove
 - Large conference room reserved for two full days with way to divide if needed
 - Start time: Monday after lunch allows time for members to drive over in the morning and start the conference around lunchtime (1 pm), continue the conference the next day and conclude Tuesday (4 pm)
 - Theme - Rebirth, Phoenix: rising from the ashes. Metamorphosis
 - Breakout out sessions
 - Option for box lunch - may need to discuss further due to the meeting lasting until 4 pm
 - NASFAA has been confirmed to attend
 - President will work with regarding topics for discussion
 - FA Directors' Meeting - Laura will take lead
 - Keynote speaker - Yes (motivational)
 - State Superintendent (Critchfield)
 - Former student-athlete
 - Email from Adam (Office of Inspector General?, Dept of Ed)
 - Jordan Jonas - winner of Alone. NIC graduate
 - Open for other suggestions
 - President's reception - Yes (appetizers and host bar)
 - Dept of Ed update (President will reach out to invite for virtual update)
 - State Board of Education update (President will reach out to invite)
 - Open to high school counselors (President will reach out to invite)
 - Idaho Opportunity Scholarship and Idaho Launch Scholarship (Workforce Development Council). How programs work. Not stackable
 - David Tolman, NASFAA Trainor local to Idaho. (President will reach out to invite)
 - WASFAA training topic
 - Soft skills training - preferred
 - NASFAA U
 - FAAC
 - Fall Training dates? (Nov-Dec)
- Option: joint conference with Nevada
 - Nov 1-3 in Reno (El Dorado Hotel)

- Dept of Ed will only support training at “regional” conferences (2 small states or large states)
- Not in budget for joint conference, maybe able to in future

IASFAA Electronic Services

- IASFAA.wildapricot.org
 - Deleted but recoverable with paid [subscription](#) - In between number of contacts for cost (between 100 and 250). Pay for two years. We should pay for the membership for Group 250, cost is \$75 a month. Stay with wildapricot and get website up and running (resurrect)
 - WASFAA uses [Memberleap](#);
https://www.memberleap.com/budget_conscious.php
- IASFAA Gmail Accounts
 - Do we need all these:
 - IASFAAec (IdahoOutdoors) - keep and attached email to Google drive
 - IASFAAvp (IdahoOutdoors) - ignore
 - IASFAAsectres - (IdahoOutdoors) Keep. Use for payments, email contracts etc. Recovery tied to Kelley’s phone. Two-factor tied to Kait’s phone
 - IASFAApres - this one doesn’t appear to exist - ignore
 - P&P for updating accounts, recovery email and phone numbers

Unfinished business:

- Jenee - ask about tax status - are we in good standing? Jenee is not aware of tax requirements. Is there a form that needs to be filed annually?
- When updating bank account info, updating email etc
- Do we want to increase cost for conference, ask attendees to bring laptops/projectors
- Look into 501(c) 3 status?
- Tax filing status?
- Annual membership fees? Need to evaluate, pricing model. Need to break even
 - Wildapricot listed 147 members
 - WASFAA and NASFAA models and services/benefits they offer
 - Vendor sponsorships, member and nonmember
- Checklists for transition
- Logo - contest for creating logo
- Conversation for directors meeting, IASFAA create cost of attendance, by region
- State let’s talk (similar to NASFAA let’s talk). Open forum with like minded people
- Book club, get involved
- Newsletter
- Forms etc, share resources, use WASFAA etc

Meeting adjourned at 2:30 pm