VASFAA Transitional Retreat

Monday, June 18, 2012

4-H Conference Center

Wakefield, VA

*Respectfully Submitted by Ashley Ann Reich and Etta Feinauer*

Meeting was called to order at 9:21am

Quorum has been established of 6 members

Lisa Tumer(1st) and it was properly 2nd to approve meeting minutes from Spring Board Meeting Minutes. No discussion. Motion carries.

**Old Business:**

2011-2012 Committee of the Year was discussed and voted on.

Margaret Murphy moved that we have two committees of the year. It was properly 1st and 2nd that we consider two committees of the year. No discussion and no one opposed. Motion carries.

The two committees were voted on. It was been moved and properly 2nd. No discussion and no one opposed. Motion carries.

**Treasurer’s Report**: Lisa Tumer on behalf of John Brandt

Review of Profit and Loss sheet and Balance sheet. No discussion on the reports. The reports will be filed and subject to audit.

**Revision to the P & P/By-Laws:**

Need to update the by-law change and awards in the back of the P & P to add the new awards given out at the VASFAA 2012 Annual Conference.

**Sector Report:**

Margaret Murphy discussed the NASFAA Staffing Model and how there were very few who have actually used this model format. Most schools indicated that they were understaffed. Again, most schools believed that they were not getting the needed support for additional staffing. The report talked about the increase in borrowing, increased strictness for deadlines, sense of entitlement had increased, but across the board there has been an increased demand for customer service. Financial Literacy has been discussed as a state mandate to high school students and for all students in the state of VA. There was discussion in the sector meetings regarding the need for a blog vs. ListServ option. In the 4-year public sector meeting there was a discussion on Professional Judgment. The 2-year sector was asking the board to advocate on behalf of them to use Title IV funds to pay for books.

**ListServ/Blog:**

Melissa Barnes asked if the board wanted to take any action on the ListServ/Blog. Margaret Murphy discussed possibly using the SASFAA 9 News as a gateway for information-sharing. Discussion was made that if there are changes in by-laws to open up a forum/blog for voting members in a secure environment. Melissa Barnes stated that she was asked to have the by-law changes as part of the business meeting. Jeanne Holmes discussed about how we have made voting prior to the conference, but did agree that there might be a need for someone to explain during the business meeting the rationale behind the decision. Heather Hollandsworth discussed that there is blog functionality through Wild Apricot, but it is best that we utilize the ListServ better through Heather Hollandsworth’ s Government Relations responsibility.

**For Kids:**

Read letter from Bill Young (Director) regarding the thankfulness of For Kids and examples of how our money helped one mother finish her GED.

Margaret Murphy moved that the board members sign the Continuity Statement as official business. It was moved and properly 2nd. No discussion. No one opposed. Motion carries. Continuity Statement was passed around and signed.

**Parliamentary Procedures:**

Heather Hollandsworth discussed how we have adopted to *Robert’s Rules of Order Newly Revised (10th Edition)* based on how to make a motion, what to say, etc.

**Approval of Agenda:**

The approval of the agenda was properly motioned and 2nd. No discussion. No one opposed. Motion carries.

**VASFAA Positioning System/President’s Theme/Vision/Goals/2012-2013 Organizational Chart/Board Responsibilities:**

Motion was made and properly 2nd to approve the commissioners for 2012-2013. No further discussion. No one opposed. Motion carries.

Review of the Strategic Plan for 2012-2017 took place. Melissa Barnes discussed the CACGP Grant and how we want to handle the proposal this year. Margaret Murphy charged the board to make sure we are abiding by the Strategic Plan and reviewing this annually.

Margaret Murphy pointed out that Etta Feinauer will be appointed and has accepted the position to take over Ashley Reich’s Secretary second year.

Meeting was adjourned at 11:12am until after lunch.

Meeting started up again at 1:00pm.

Margaret wants to use the newsletter to report on committees and to keep people updated.

Two websites are up and running, but we eventually will just be using vasfaa.com.

Margaret attended the SASFAA board meeting and they would like us to contribute to SASFAA 9 news. She will be traveling back to the board meeting in August so if we have regional issues please contact her so she can take them with her. Margaret will also be attending the NASFAA conference in Chicago.

Ashley will provide an already existing list to Etta of board members cell phones so that it can be updated.

Margaret expressed that we need committee chairs and members to know that they have support but they need to reach out for help if they get overwhelmed.

The proposed budget was presented and reviewed. Changes and approval will be on June 19th 2012.

Discussed change in daytime fee. Research will be done and vote will occur on June 19th 2012.

The Secretary will see that forms are updated for 2012-2013 along with letterhead.

A list was passed out with the names of people who signed up at convention that are interested in volunteering.

We are retiring plaques so a change of P&P is necessary. Motion made and seconded to retire plaques to archives after secretary gathers the information off of them. Motion carried.

Committee reports given:

Strategic Planning goals:

1. Review the current strategic plan

2. Revise P&P to match strategic plan

3. Monitor goals & objective of each standing committee to make sure there is a valid connection between their goals and objectives and the Strategic Plan and that they follow the flow of the Strategic Plan. It should be mandatory that the Strategic Plan be reviewed annually.

The current Strategic Planning committee proposed 3 recommendations:

1 Link the vocational rehab agreement with a designated position on the Vasfaa Board.

2. Rewrite 3. 1. 1 in the P&P to clarify that it also includes promoting leadership in regional and national associations. Include statement in the P&P to encourage utilization of resources offered by other state, regional and national associations.

3. Add the word annually to second sentence of section 10.3 of P&P. It needs to match the wording in Strategic Plan.

Motion was properly proposed and seconded. No Further discussion. Non one opposed. Motion carries.

Discussion was held on how to welcome and integrate new conference attendees’ at the conference so they feel welcome in the organization.

A discussion was held on reaching out for student members.

Discussion on guidance counselor’s workshops:

 There are6 regions with 4 events in each. It was discussed that more events that were closer to where the counselors are could possibly help improve attendance. It was discussed that we need to promote Super Saturday events and have committee members helping at them.

Daniel McClanahan suggested checking to see if continuing education credits can be given to counselors for attending. Committee will look into this.

After much discussion a motion was made to propose an increase in the Secondary School Relations funds budget of $6200 pending approval of a CACGP grant recommendation or the VERP funds being approved. Motion was properly proposed and seconded. No further discussion. No one opposed. Motion carries.

 An e-mail board meeting will be held once funding is approved to proceed with the recommendation.

Request to raise the F.O.C.U.S line item on the budget by $200 to accommodate for the additional money requested by the F.O.C.U.S chair Mike O’Grady for printing materials. It was decided the expense would be met by trimming other overages. Motion was properly proposed and seconded. No further discussion. No one opposed. Motion carries.

A motion was made and properly seconded that membership dues remain at $35. No further discussion. On one opposed. Motion carries.

The cost of Conference as it relates to the budget was discussed.

 Motion was raised to increase an odd balance (i.e. $999.99) to keep $1,000. Motion was properly 1st and 2nd. No further discussion. No one opposed. Motion carries.

A motion was proposed to accept the budget. Motion was properly seconded. No further discussion. No one opposed. Motion carries.

A motion was made to adjourn the meeting. Motion was properly seconded. No one opposed. Motion carries.

Meeting adjourned 11:15 AM