

NAFAA FALL CONFERENCE MEETING MINUTES
Siena Hotel, Reno, NV
November 13, 2003

8:47 a.m.: Called to order by Marsha Dupree, NAFAA President, University of Nevada, Reno

Quorum was established with at least 26 voting members present.

Minutes: Past minutes were distributed from Fall 2002 conference and Spring 2003 conference. Motion made to accept the minutes by Debra Gambill, Nevada College of Pharmacy; Barbara Hall-Bellows, University of Nevada, Reno seconded.

Treasurer's Report: Al Camp, WNCC, distributed treasurer's report. Report excludes bills from conference. Motion made to accept treasurer's report by Temple Sanders, University of Nevada, Reno; Sandy Coxson, University of Nevada, Reno seconded.

Treasurer's report for Fall 2003 was presented. Motioned made to accept treasurer's report by Renee Baker, TMCC; Sue Stokes, University of Nevada, Reno seconded.

Project Starfish, Anita Daphnis, NV State College, NAFAA secretary:
Anita announced 81 books were collected and solicited vendors' extra pens/pencils left after the conference. The donations will be delivered to Smithridge Elementary School. Smithridge Elementary principal, Shirley Woods, was present to accept the donations for her school and thank everyone.

Old Business:

- **Committee Reports:**

Awards Committee: Rhonda Groce, UNLV - Chair

Mona Buckheart of TMCC was not present but was honored for her Outstanding Service and Contributions to NAFAA. Sue Stokes of UNR was the recipient of the award for Long Time Membership and Involvement in NAFAA. Barbara Hall-Bellows of UNR who will be retiring in spring 2004 and has served NAFAA in various capacities were represented with the President's Award.

By-Laws Committee, Paige Hurley, TMCC - Chair

Copy of revisions to By-Laws distributed. Changes were bolded and italicized. By-Law changes address the protocol when executives leave and how change are handled. Barbara Hall-Bellows, UNR, suggested more time to vote over By-Laws. Debra Gambill, NV College of Pharmacy, set motion to table By-Laws for review and suggestion, Barbara Voss, UNR, seconded. Sandy Guidry, UNR, suggested suggestions be made via email. Paige Hurley set deadline of December 1st, 2003 to respond to By-Laws.

NAFAA membership was also discussed. Membership terms are separate from people who hold office. Executive council does need to pay membership fees.

Conference committee, Yvonne Hicks, College Loan Corp. – Co-Chair

Yvonne thanked everyone for coming. NAFAA president presented gifts to the conference committee members to thank them for their work.

Membership Committee, Debra Gambill, Nevada College of Pharmacy, - Chair

Debra commented on the great membership numbers. There are 147 members and 17 schools represented. Membership increased from the South and there are many new members from the North. Any corrections or updates on members are to be reported to Debra.

Nominations and Elections Committee, Sandy Guidry, University of Nevada, Reno, - Chair

Results of the special election were: Anita Daphnis of NV State College was elected secretary and Jacquie Carroll of University of Phoenix –Reno was elected president-elect. Nominations will again come up in January. Please nominate someone or yourself.

Scholarship Committee, Renee Baker, TMCC, - Chair

Elizabeth Torres, UNR and David Dye, WNCC were the winners of the NAFAA scholarships for college students. Handouts distributed by scholarship committee. Leann Gabriel, UOP - Las Vegas, and Diane Van Wie, Le Cordon Bleu College of Culinary Arts Las Vegas, won the NAFAA conference scholarships. These two individuals along with Rhonda Groce of UNLV, offered to participate and help Renee Baker on the committee, if needed. Scholarships were still available for the WASFAA/NASFAA training at TMCC in December 2003.

Technology/Website Committee, Tina Holcomb, CCSN - Chair

Tina would like any news or information for the website. Committee members are needed to review website and make recommendations to improve website.

Training Committee, Mona Concha-Buckheart, TMCC - Chair

Mona was not present, but left handouts in reference to accomplishments and upcoming training dates for NAFAA members to consider.

Historian, Laura Whitelaw, WNCC

History of NAFAA is currently traced back to 1983-1984. Handouts show past presidents, location and themes. History will be posted on website soon. Laura would like to go as far back as 1969. Please provide Laura with any past information or photos you may have.

New Business

- **2004 NAFAA Conference**, Tip Blewitt, NELA – co-chair

Tip was excited to host the next conference that will be located at the Sunset Station Casino in Henderson, Nevada. If anyone wants to help, they can contact him. Date still not confirmed.

- **Leadership Conference**

Discussion on sending President-Elect, Jacquie Carroll to NASFAA Leadership Conference in Washington D.C was held. Motion to send Jacquie was made by Paige Hurley, TMCC, Tina Holcomb, CCSN, seconded. Sandy Guidry, UNR, asked about the cost of trip. Al Camp mentioned that \$1,250 is normally the average cost, but NAFAA has paid up to \$1000. Motioned carried.

- **Tax free status with IRS.** Al Camp, WNCC, mentioned the need to attain NAFAA's tax free status with IRS. Costs would amount to \$175 for state filing fees and \$500 for federal filing fees. All are one time only fees. Jim Hadwick, former NAFAA treasurer, worked on the paperwork for this status in 1995. Laura found Jim's notebook, with notes in regards to this matter. Al suggested checking with how other state treasurer's completed their filing. Did they work with professors in their school? Dan Dreaves, WNCC, motioned to allow Al to look into this matter. Motion was seconded. LeAnn Gabriel, Career College of Northern Nevada and Law School graduate offered to help file for this status.

- **President's Goals.** Marsha Dupree, University of Nevada, Reno would like to see our By-Laws revised, membership surveyed, receive feedback that will help us with planning future NAFAA conferences, obtain information on NAFAA's history, assist with the planning of College Goal Sunday in Nevada.

Jacquie Carroll, UOP, suggested committees create a policies and procedures manual.

- **Next NAFAA Meeting:** Sunday May 16th, 2004, WASFAA Doubletree Hotel at 8:30 a.m.

Meeting adjourned at 10:53 a.m.: Paige Hurley moved to adjourn. Renee McCloud seconded.