**Attendees**

Kristi Fuller, Amy Gaffney, Gary Adams, Shelly Brimeyer, Heather Gaumer, Sara Harrington, Mary Jacobsen, Debbie Murphy, Chad Olson, Cindi Reints, Beth Rinderknecht, Mary Jo Smith, Rob Smith, Karen Snyder, Kathie Walters

**Schedule**

Professional Development is working on NASFAA training

Went through schedule and confirmed that times were OK for all presenters. Everyone confirmed that the times assigned work fine.

Rob Smith will lead the morning walks.

Paula Luff, MASFAA President will be coming to the fall conference. She will do a MASFAA update at the Wednesday evening dinner. Heather is working to see if Paula wants to do another session on her own. Heather will also check to see if Paula has an interest in helping Amy with the “How to Enrich Your Financial Aid Career” session that she is doing.

**Treat Bags/Iowa Gift for MASFAA President**

It has been decided that we are able to order water bottles. Mary Jo will follow up with the vendor and get those ordered ASAP. The water bottles will then be used to hold the treats rather than put the treats into a separate bag. There are different colors available, so Mary Jo will try to order a variety of colors, but if we can only have one color, will do the smoke color. Mary Jo will also get a small Iowa gift for Paula Luff.

**Hotel Shuttle**

Debbie is checking to see if a shuttle will be available for MASFAA President Paula Luff and NASFAA Trainer Debra La Gone to use to get from the airport to Harrah’s.

**Entertainment**

It was decided to do “Jeopardy” as the Wednesday evening entertainment. Beth and Kristi will put together questions, and Debbie will get those into the power point. It was decided to use the power point version so it can be saved and then we will not need to worry about internet connection. Kristi will ask Greg if he can host the game.

**Decorations**

Shelly and Marie will get together to make table decorations. Julie Haack will provide pictures to them of various IASFAA functions to be used for the decorations.

**Registration/Hotel Deadline**

Mary asked about a link for hotel reservations. Gary and Chad have been trying to get something from the hotel and are having trouble. They will continue to follow up with the hotel to get a link or a code to be used when calling in. Deadline for hotel reservations has been moved to October 20.

**Charity-Sara**

Fundraiser rules have been written. Amy will recruit 4 Exec Council members to be the leader of each team (hearts, diamonds, clubs, spades).

**Our next meeting is 9:00 a.m. on Friday, October 5, 2012**

**Homework:**

**Send ideas to Beth and Kristi about Jeopardy categories (****brinderknecht@mtmercy.edu** **or** **Kristi.fuller@drake.edu****)**

**Moderator Forms to Kristi by Friday, October 12 (this is a new date)**

**Handouts for Web Posting to Kristi by Friday, October 19**

**Electronic copies of presentations to Joan by Friday, October 19 (****meyerj@lajames.net****)**