

2023-2024 IASFAA Business Consent Agenda

October 5, 2023

Executive Council

- **President, Matt Falduto**

I joined the MASFAA board as the Iowa state representative, which was a change from past practice, which had the Past President as the MASFAA rep. This was a great opportunity to meet the other president-elects and share ideas and best practices. I found it to be very valuable in preparing me to become president.

Throughout my time as president-elect, Brandi Miller, former IASFAA president, and I met every other month to discuss the president's role and responsibilities. I am continuing this practice with our current President Elect Sarah Freestone, and including Brandi as well.

I attended the NASFAA Leadership Conference in February and the Indiana State conference in March, which I attended as part of the MASFAA State Exchange Program. For the NASFAA conference, I took the Association Leadership Pathway, which was very helpful in preparation to become president. At the Indiana conference, I presented a session one connecting with students.

I served as part of the Strategic Planning Committee, meeting in person at Hawkeye Community College on April 13, 2023 and at Kirkwood Community College on May 10, 2023. We also met virtually a few times as well.

I hosted the 2023-24 Executive Council summer retreat at the Kirkwood Coralville center on June 20, 2023.

- We went over the meeting schedule and process (including the consent agenda) as well as the responsibilities of the Executive Council.
- We also did a DEI activity where each member of the EC considered how to incorporate the principles of diversity, equity and inclusion into their specific role as an officer or chair or co-chair of a committee. Each group shared with the larger group what they considered. One of our goals for the year is to keep DEI in mind as we are making decisions about our work.
- We discussed the Institutional Pricing proposal and the plan to do a special meeting in July to vote on it.

I assumed the Presidency on July 1, 2023. I called a special Executive Council meeting on July 18, 2023 to discuss and vote on two issues:

- Strategic Plan

- Institutional Pricing

Both were approved.

Two other issues were also voted on and approved at the meeting – Updates to the P&P and Bond Reinvestment strategy.

I created the Data Collection Task Force after we realized we needed more data to set goals for our Strategic Plan. I have assisted that Task Force, led by Sarah Freestone, in finding data.

I assisted the Professional Development Committee in creating a survey for the membership to determine if there is interest in FAAC training and what sort of Support Staff trainings would be of interest.

I am preparing to present the Strategic Plan to the membership at the fall conference during the Business meeting.

I registered for the MASFAA conference which will be in Indianapolis, IN from October 21-25, 2023. I am attending the final MASFAA board meeting as the Iowa State Rep on October 21.

- **President-Elect**, Sarah Freestone
- **Past President**, Brandi Miller

IASFAA President Report for 2022-23

By Brandi L Miller

Year two as IASFAA President was such a delight. It has been my pleasure to see the association make the necessary adjustments to build upon the great legacy of IASFAA. My theme for this year was “IASFAA Under Construction”, re-imagining and building on the great legacy of IASFAA. That is exactly what we have done. Below are some of the things we were able to accomplish.

- We activated the Membership Committee, which is in IASFAA Bylaws.
- We activated the Nominations & Elections Committee, which is also in the IASFAA Bylaws.
- We established a Diversity Standing Committee which required an amendment to the IASFAA Bylaws.
- We established an IASFAA Diversity Award named for IASFAA’s first African American President, Genevieve Watson. It is named the Genevieve Watson Diversity Award.
- We brought back the IASFAA Visit the Hill Day.
- We renamed the Long Range Planning Committee, Strategic Planning, and shifted its focus to strategic planning. We hired a consultant and are in the process of developing IASFAA’s strategic planning for the next 3 years.
- We realigned duties between the Past President and President-Elect, going back to the President-Elect being the Iowa State Representative for MASFAA.
- We finally have a complete train for 2023-24 with a President-Elect (Sara Freestone), President (Matt Falduto), and Past President (Brandi L Miller). It has been 2 years since that has happened.

Below is a summary and recap of my Presidency for 2022-23.

Beth Davenport resigned from Mt. Mercy and as Past President on May 17, 2022, and I assumed Past President duties as “Iowa” State Representative for MASFAA on June 3, 2022.

- I held the IASFAA EC Summer Retreat on the campus of Drake University on June 16, 2022. We had an engaging and productive retreat. I introduced our theme for this year which is **“IASFAA Under Construction-re-imagining and building on the great legacy of IASFAA”**.
- I attend the NASFAA Conference in Austin, TX, June 26th through June 29th.
- I completed my 2021-22 President Report and it is provided below.
- I attended the MASFAA President Elect Retreat in Minneapolis, MN, on August 1st and 2nd.
- I have attended the IASFAA Program, Professional Development, and Finance Committee meetings. I hope to drop into at least one of each committee sometime this year. Please send me a meeting invite and I will join if my schedule allows.
- I provided EC with my 2021-22 President Report.

I recommended; and Executive Council approved a new IASFAA Award to recognize a significant contribution to diversity, equity, inclusion, and access in the financial aid profession or institution to be named; Genevieve Watson, after IASFAA’s first African American President who served in 1986.

Genevieve Watson Diversity Award

Named in honor of Genevieve Watson, IASFAA's first African American President, who served in 1986. This award recognizes a significant contribution to diversity, equity, inclusion, and access in the financial aid profession or institution. Selection is based upon leadership; work on an important project; or significant service to students, the association or the profession that supports diversity, equity, inclusion, and access. Both individuals and groups may be considered for the award. Nominations for this award are solicited by the Awards Committee with award presentation typically at the fall conference. Both nominators and nominees must be current IASFAA members (regular, associate, or lifetime), and prior recipients are eligible for nomination.

We decided to take a more strategic planning approach to our long-range plan and renamed the Long-Range Planning Committee, a Special Committee, Strategic Planning. This did not require a bylaw change but rather a vote by Executive Council and was approved.

MASFAA Celebrated 60 years, and I attended the annual MASFAA Conference on October 16-19, 2022, in addition to the outgoing (2021-22) and incoming (2022-23) MASFAA board meetings on October 15-16, 2022. The MASFAA Board meetings and my unique experience of doing dual President roles prompted the realigning of the Past President and President-Elect duties in regard to Iowa State Representative for MASFAA.

I led a successful business meeting at the 2022 IASFAA Conference in Council Bluffs, IA. The membership accepted and approved proposed bylaw changes that included adding Past President to Article IV, Section 1; changing language in Article IV, Section 3, that allows for President to run for President more than once but only after they completed their Past President term; adding language to Article IV, Section 4 that explains how Treasure-Elect becomes Treasurer; and adding the role of Past-President as one who provides guidance to the Executive Council; last but not least, it was accepted and approved to add a diversity standing committee which resulted in an update to Article VII, Section 2 where we add the word diversity to the standing committee's list.

I awarded Karna Hofmeyer the 2022 Presidential Award for being an invaluable asset to me during my 2021-22 Presidency. It was presented at the 2022 IASFAA Conference in Council Bluffs, IA.

I met with Matt Falduto on the Nominations & Elections Committee and identified potential candidates for the 2023-24 ballot on December 13, 2022. We used a nomination form and found this tool to be very helpful. I coordinated the 2023-24 IASFAA Officers Ballot and Election. We held elections from January 17, 2023, through January 30, 2023. 89 full and lifetime members voted.

It is my pleasure to announce our 2023-24 Elected Officers:

President-Elect – Sarah Freestone, Grandview University

Vice President – Sara Sroka, University of Dubuque

Treasurer-Elect – Ryan Zantingh, Drake University

Secretary – Jess Graham, University of Iowa

Delegate – Kylee Klomnhaus, Southwestern Community College

I completed IASFAA's 2023 Biennial Report on January 26, 2023, and emailed it to our legal team, Wasker, Dorr, Wimmer & Marcouiller, P.C who filed it on February 16, 2023. Our next Biennial Report is due in 2025.

I attended the 2023 NASFAA Leadership & Legislative Conference and Expo in Washington, DC as a NASFAA Diversity Leadership Program (DLP) participant on February 5-8, 2023. I attended a couple of Association Leadership sessions but had a jumper pass to attend any of the available tracks, so I did.

Matt Falduto, President-Elect, and I met on February 14, 2023, and reviewed a list of compliance areas for associations; a document we received at the NASFAA Leadership & Legislative Conference and Expo. We believe IASFAA is in compliance with the areas that are relevant to our type of non-profit (Association).

I emailed a statement of condolences to Keith Williams, Executive Director of Michigan State University on behalf of IASFAA for the mass shooting that happened on February 13, 2023, on their campus killing 3 students and wounding five.

Unfortunately, due to getting COVID-19, I was unable to attend IASFAA's Day at the Capitol on Tuesday, March 7, 2023. Those who attended shared that it was a great experience. I believe this to be a very important activity for our association and members to continue.

I attended the in-person Strategic Planning meeting at Hawkeye Community College on Thursday, April 13, 2023. We discussed the development of an updated mission statement and identified strategic goals to meet the emerging needs of IASFAA. We reviewed current IASFAA information, mission and goals statements from MASFAA, the other eight states in the MASFAA region, and several other documents that address emerging trends in higher education and student financial aid. As a part of the update of the mission statement, we also created vision and values statements.

I attended the IASFAA Summer Retreat, including Strategic Plan Meeting Part 2 on June 20, 2023. I attended the NASFAA Conference in San Diego, CA June 28, 2023, through July 2, 2023. While at the NASFAA Conference, I attended part of the NASFAA Board Meeting and President Lunch.

The last two years have been an incredible experience. I have truly enjoyed serving IASFAA as President for the past two years. I wish Matt Falduto, 2023-24 President, and Sara Freestone, 2023-24 President-Elect much success in their roles.

- **Vice President, Sara Sroka**
 - Balanced books for August and September.
 - Attended Finance Committee meeting in September where budgets were approved for 2023-2024.
 - Finance Committee also discussed P&P to ensure they uphold goals of Strategic Plan
 - Financially very healthy; suggestion to operate at a loss to provide most benefits to members
 - 35% of operating budget must be in mutual fund; currently have 80%
 - Suggestion to offer scholarship for one person to attend MASFAA and one person to attend NASFAA (registration only)
 - Discussion of Executive Council members having first opportunity at attending these conferences on scholarship
- **Secretary, Jess Graham**
- **Treasurer, Tristan Lynn**

IOWA ASSOCIATION OF FINANCIAL AID ADMINISTRATORS

Balance Sheet

As of September 27, 2023

	Total
ASSETS	
Current Assets	
Bank Accounts	
Money Market Checking	85,092.24
Total Bank Accounts	\$ 85,092.24
Total Current Assets	\$ 85,092.24
Other Assets	
ADVANCE AUTO PARTS INC	15,413.69
MorganStanley Salt Lake City UT CD	15,000.00
Owl Rock Capital Corp	15,937.35
Synchrony Draper UT CD	15,000.00
Total Other Assets	\$ 61,351.04
TOTAL ASSETS	\$ 146,443.28
LIABILITIES AND EQUITY	
Liabilities	
Total Liabilities	
Equity	
Opening Bal Equity	106,014.78
Retained Earnings	26,239.42
Net Income	14,189.08
Total Equity	\$ 146,443.28
TOTAL LIABILITIES AND EQUITY	\$ 146,443.28

IOWA ASSOCIATION OF FINANCIAL AID ADMINISTRATORS**Profit and Loss**

July 1 - September 27, 2023

	Total
Income	
DUES	14,915.00
Interest & Dividend Income	226.37
REG FEES	
CONFERENCE - Fall	4,860.00
Exhibit Fees - Fall	4,000.00
Total REG FEES	\$ 8,860.00
Total Income	\$ 24,001.37
Gross Profit	\$ 24,001.37
Expenses	
ASSOC REP	
Association Travel	1,256.19
Conference Registration	790.00
MASFAA Membership	100.00
Total ASSOC REP	\$ 2,146.19
CMMNTY OTRCH	
Sponsorship/Advertising	500.00
Total CMMNTY OTRCH	\$ 500.00
DELEGATES	369.98
FINANCE	
Bank Card	356.68
Legal & Professional Fees	225.00
Safe Deposit Box	45.50
Total FINANCE	\$ 627.18
PROGRM COMM	
Conference Entertainment	150.00
Conference Speaker Fees	625.00
Meals- Planning	258.94
Registration Refund	135.00
Total PROGRM COMM	\$ 1,168.94
Strategic Planning	5,000.00
Total Expenses	\$ 9,812.29
Net Operating Income	\$ 14,189.08
Net Income	\$ 14,189.08

Wednesday, Sep 27, 2023 09:09:05 AM GMT-7 - Cash Basis

- **Treasurer-Elect, Ryan Zantingh**
 - Tristan Lynn finished the year by entering all deposits in QuickBooks for the 2022-23 year. Ryan Zantingh took over the duties of Treasurer – Elect on July 1 and has been entering all deposits for dues and the conference.

- **Delegate-at-Large, Teresa Thiede, Erick Danielson, Kylee Klommhaus**
 - Successful closing of the books on August 16, 2023
 - Updated bylaws and policies/procedures to reflect gender inclusive language and the creation of the diversity committee, membership committee, as well as conference refund policy.
 - Updated Policies/Procedures, moving the scholarship for the conference to the Awards committee.
 - Attended Exec Board Retreat in June 2023.

Committee Reports

- **Finance Committee, Sara Sroka, Brandi Miller, Matt Falduto, Sarah Freestone, Tristan Lynn, Ryan Zantingh**

- **Strategic Planning Committee, Gisella Baker**

- **Awards Committee, Randi Weber & Mark Freed**
 - Awards were presented at the Fall 2022 conference. There will be two limited awards presented at the Fall 2023 conference and the remainder of the awards will be presented at the Spring 2024 conference.

- **Communications Committee, Heather Gaumer & Sheila Goodwin**
 - The Communications Committee meets monthly to plan newsletter, social media, and listserv content. Some members also attend the conference planning meetings so we can best assist with social media and listserv announcements to assist with membership awareness of state, regional and national events and activities. The next Informer newsletter is planned to be published in late October. The committee will work on updating our section of the executive counsel calendar to include the timeline of newsletter publications.

- **Community Outreach, Rachel Moser & Krystal Crandall**
 - We worked with Iowa College Aid Commission to have the Governor sign the proclamation that November was Financial Aid Awareness Month. We worked with ICAN to provide a series of FAFSA Step-by-Step virtual events during the fall and winter months. We hosted a virtual Financial Aid Roundtable Q&A for students and families/high school guidance counselors/admissions counselors. Our last event was the Visit the Hill event on March 7th. Laurie Wolf provided training prior to the event and the day of for those that attended.

- **Diversity Committee, Shelly Adams & Taylor Beyal**
 - The committee set and met a few goals since last year's Business Meeting, listed below.
 - **Goals:**
 - Become a Standing Committee.
 - Taylor Beyal agreed to become co-chair in 2023-2024.
 - Add more committee members (Jen Kaiser and Meghan McCann).
 - Follow a calendar and educate membership about heritage months and other celebrations on a monthly basis.
 - Hold monthly or bi-monthly meetings.
 - Coordinate a session at the fall 2022 IASFAA conference (Hidden Disabilities).
 - **Committee Sponsored Events/Activities:**
 - Committee information and duties were added to the IASFAA Bylaws and Policies and Procedures.
 - Nov. 2022 - Transgender Day of Remembrance presentation via Zoom
 - Winter IASFAA Informer issue featured winter holiday recipes and traditions.
 - March 2023 – Women's History Month Facebook post and special page on IASFAA website featuring Roberta Johnson; St. Patrick's Day and Ramadan were recognized with listserv messages.
 - April 2023 - Passover was recognized with a listserv message to the membership.
 - May 2023 – Information about American Jewish Heritage Month and Asian Pacific Islander Heritage Month was posted to the IASFAA Facebook page.
 - June 2023 – Pride Month Facebook post.
 - **Highlights/Notable changes:**
 - Assisted committees at the summer Executive Council retreat with efforts to include DEI awareness and activities.
 - **What we're working on this year:**
 - Continued review of the association using the Diversity Association Self-Assessment. Coordinate another interest session at the spring 2024 conference.
 - Monthly acknowledgements of heritage months and other celebrations/holidays.
- **Electronic Services, Mary Jacobsen & Chris Ditter**
 - Membership count as of 09/29/2023 is 186 compared to 156 the same time last year.
 - The website was updated showing the change from Diversity Task Force to Diversity Committee.
 - Opened registration for November 17 NASFAA Credential Trainings.
 - Updated the IASFAA site with Award recipients.
 - Added a link to the Publications & Webinar page of the website for the Trans Day of Remembrance presentation.
 - Beginning work on 2023 Director's Drive In Workshop registration. Thanks to Gisella for getting very thorough information to us early.
 - Membership count as of 03/01/23 is 180 compared to 184 last year.
 - Setup registration for Director's Drive-In Workshop and cancelled registrations as needed
 - Setup form for 2023-2024 elections

- Setup registration for IASFAA's Day at the Capitol and cancelled registrations as needed
- Setup registration for February and March NASFAA Credential Sessions
- Attended MemberClicks User Group sessions
- Researched using a discount code for discounting memberships for new members
- Researched the ability to support institutional memberships on the website. The website does support this. We would have time to implement for the 2024-2025 membership year.
- Setup registration for April NASFAA Credential Sessions and provided lists as needed.
- Setup MASFAA Summer Institute Scholarship Application.
- Added insurance policy to Official Documents.
- Submitted the annual MemberClicks invoice to Treasurer for payment. MemberClicks implemented a surprise price increase on March 15 so the invoice was \$764.03 higher than expected.
- Destroyed ballots from the 2023-2024 election.
- Membership renewal opened 06/30/23
- New FY updates made to the website
 - About>Leadership>Leadership Info for Executive Council and each committee
 - About>Past Leadership & Committee Members
 - Committee Chairs and members on the Admin side
 - Membership dates on New and Renewal Applications, Confirmation Emails, Confirmation messages and Renewal emails
 - Invoice Templates to new Treasurer-Elect
 - Expense Vouchers to new Treasurer
- Conference registration opened in August. Exhibitor registration is a part of conference registration.
- IASFAA website updated with tentative Conference Agenda, Hotel reservation information and Cedar Falls Tourism website link.
- Attended Data Collection Task Force and Program Committee meetings.
- Emailed Professional Development Survey to current and past members.
- Reached out to MemberClicks for pricing information.
- Started work determining website updates needed for institutional membership.
- Prepared reports for Strategic Planning.
- Provided volunteer interest list to committee chairs who received interest.
- We have been working with Program, Site, Membership and Exhibitor Relations committees to finalize details for the Fall 2023 conference.

- **Exhibitor Relations**, Abbie Steinberg & Kayli Sampson
- **Professional Development**, Gisella Baker & Sarah Heller

- **Program**, Kelsey Ryder & Vanessa Wiest
 - Met with the program committee in June at the venue to plan the fall conference
 - Met via Zoom bi-weekly to finalize sessions and details for the fall conference
 - Attended the IASFAA exec council retreat in the summer to help with overall IASFAA planning
 - Held the fall conference!

- **Membership Committee**, Jen Kaiser & Duane Polsdofer

- Institutional pricing model voted on and accepted by Executive Council. This will go into effect 2024
- **Site Committee**, Chad Olson & Randy Mashek