

## **PacFAA Executive Council**

### **Meeting Minutes**

December 8, 2020

2:00 p.m. – 3:30 p.m.

Zoom- Virtual

#### **2020-2021 Executive Council:**

Jannine Oyama – Past President

Jodie Kuba - President

Eli Jennings – President-Elect

Heather Florendo – Vice President

Carna Brown - Treasurer

Carna Brown – Treasurer-Elect

Johanna Falenofoa - Secretary

#### **Representatives-at-Large:**

Kim Harada

Troy Takahashi

Eddy Tsing

#### **Event and Committee Chairs**

Frank Green – Financial Aid Night/ Oahu High School Counselor Training

Jannine Oyama – Nomination & Elections Chair

Troy Takahashi – Web and Conference Registration Chair

#### **Not Present**

Eddy Tsing

1. Call to Order for first 2020-21 PacFAA Council
  - a. Jodie Kuba call to order at 2:07 pm
2. Approval of Minutes (3/10/20) – completed via email
  - a. MOTION: Johanna Falenofoa motioned to approve minutes
  - b. SECOND: Kahea (Davileigh)
  - c. DISCUSSION: None
  - d. MOTION: Passed
  - e. Approved 12/8/20
3. Approval of Minutes (8/28/20)
  - a. MOTION: Jannine Oyama motioned to approve minutes
  - b. SECOND: Heather Florendo
  - c. DISCUSSION: none
  - d. MOTION: Passed
4. Treasurer's Report
  - a. Carna Brown sent 2020-21 Treasurer's Report to council via email
    - i. Previous Checking Balance (3/10/20): \$48,969.98
    - ii. Current Checking Balance: \$46,761.60
    - iii. Previous Savings Balance (3/10/20): \$11,733.82
    - iv. Current Checking balance: \$11,740.43
  - b. Renewed Hawaii Annual Business Report (7/2/20)
  - c. Ordered a Debit Card via American Savings (7/17/20)
  - d. Kim Harada reminders
    - i. QuickBooks expires on 12/18/20 so will need to renew
    - ii. May need to contact QuickBooks directly and make payment over the phone
    - iii. May need to add accountant to access account
  - e. Affinipay

- i. Replaced Paypal/Wild Apricot
  - ii. Used to take 2019-20 conference payments
  - iii. Shows transactions of payments/refunds (due to cancellation of 2019-20 WASFAA Hawaii Conference)
  - iv. Jodie Kuba will work on Sept. 24, 2020 statement with Affinipay
  - v. Jannine Oyama will check PacFAA PO Box for mail/memberships
  - vi. Any balance in Affinipay account should be transferred to American Savings
- 5. 2020-21 Budget
  - a. Committees to work on budget requests in January 2021
  - b. Approval for budgets in February 2021
- 6. 2021-22 FAN's and FAFSA Completion
  - a. High School Counselor workshop worked well in virtual format
    - i. Effective means of communication with counselors
    - ii. Time-consuming project (from IT perspective)
    - iii. May use as a model for future workshops (post pandemic)
  - b. FAN nights (an effective model for future workshops)
    - i. Great use of volunteers in a virtual environment
    - ii. May use as a model for future FAN Nights (post pandemic)
  - c. Jan. 20, 2020 and Feb. 3, 2020 – Virtual College Goal 808 event
    - i. 5:30p – 7:30pm
    - ii. 2021-22 FAFSA Completion (Zoom meetings/break-out rooms staffed by HS Counselors)
      - 1. May need 6-7 FAOs to assist with high level questions
    - iii. Gear-up will assist in advertisement of events
  - d. University of Hawaii: Manoa and University of Hawaii: Hilo seeing significant jump in 2021-22 FAFSAs
- 7. Nominations & Elections
  - a. Process to solicit nominations for 2021-22 PacFAA council to begin January 2021
    - i. Call for nominations should be sent 45 days before annual meeting
    - ii. Ballot for 2021-22 should be sent 30 days before annual meeting
- 8. Conference 2021
  - a. Virtual 2020-21 Conference
    - i. Other WASFAA states combining their 2020-21 conferences
    - ii. Arizona (AASFAA) FINAD Association to hold their conferences 3/24/21-3/26/21
      - 1. Perhaps looking into combining with AASFAA sessions
      - 2. 3/26/21 is Prince Kuhio Day
        - a. Hawaii attendees could attend 3/24/21 & 3/25/21 sessions
      - 3. AASFAA is three hours ahead of Hawaii Standard Time
        - a. Jodie Kuba to find out more information
          - i. Time/agenda of sessions
          - ii. WASFAA/NASFAA/Federal Updates
          - iii. If cannot coordinate with AASFAA for WASFAA/NASFAA/Federal updates (in time frame of Hawaii attendees), information can still be provided at WASFAA conference or request a separate Federal update
        - b. Expected cost of virtual conference should be minimal
      - 4. University of Hawaii schools could be facing potential furlough days and could impact attendance of conference

- iii. 2020-21 Conference Chair TBD
  - b. 2020-21 WASFAA
    - i. Dates/Times TBD
  - c. NASFAA Leadership Symposium
    - i. February 2, 2021 – March 2, 2021
    - ii. Jannine Oyama will send link to those interested to register
      - 1. Would follow “Association Leadership” pathway (held once a week)
        - a. Covered under PacFAA 2021 Administration Budget, NASFAA leadership
      - 2. Register and provide invoice to Carna Brown for payment
    - iii. MOTION: Jannine Oyama motioned to change from one attendee (President) to five attendees
      - 1. Carna Brown, Johanna Falenofoa, Heather Florendo, Kim Harada, Eli Jennings (\$350 per person)
    - iv. SECOND: Kim Harada
    - v. DISCUSSION: None
    - vi. MOTION: Passed
9. Next Meeting
- a. Friday, January 8, 2021 2pm – 3:30p
  - b. Jodie Kuba will send out Zoom Meeting link
10. Adjourn
- a. MOTION: Jannine Oyama motioned to adjourn PacFAA council meeting
  - b. SECOND: Carna Brown
  - c. DISCUSSION: None
  - d. MOTION: Passed
  - e. Meeting adjourned 3:22pm