

PacFAA EC Meeting Agenda
June 22, 2022
8:30 - 10:00 AM

1. Call to Order - The meeting was called to order at 8:37am by Kolby Santiago, President.
 - a. Members present:
 - i. Kolby Santiago, President
 - ii. Shana Kaneshiro, Secretary
 - iii. Jeff Anderson, President Elect
 - iv. Frank Green, UH West Oahu
 - v. Heather Florendo, Rep at Large
 - vi. Carna Brown, Outgoing Treasurer/Rep at Large
 - vii. Kirk Ishida, Treasurer Elect
 - viii. Tammie Fonoimoana - Rep at Large
 - ix. Troy Takahashi, Rep at Large
 - x. Eli Jennings, Past President
 - b. Members not present:
 - i. Dayna Isa
 - ii. Jannine Oyama, Treasurer
 - iii. Pam Palermo, Vice President
2. Vote on changes to 2223 Representatives at Large
 - a. PacFAA Bylaws state that we can only have 3 Reps at Large: Tammie Fonoaimoana, Carna Brown and Troy Takahashi
 - b. Dayna Isa and Heather Florendo have been invited to stay on and serve as committee chairs.
 - c. MOTION: Eli Jennings motion to approve three Reps at Large (Tammie Fonoaimoana, Carna Brown and Troy Takahashi).
SECOND: Kirk Ishida
DISCUSSION: None
MOTION: Approved
 - d. Question from Carna: Is the Rep at Large considered a member of the Executive Council?
Answer from Frank: Yes. Carna will need to include that in the information given to the accountant.
3. Vote for new Signing Authority
 - a. The Executive Council needs to vote on changes to Signing Authorities on all PacFAA bank accounts.
 - b. Changes include:
 - i. Add Kolby Santiago
 - ii. Add Kirk Ishida
 - iii. Remove Jodie Kuba
 - c. Jannine Oyama and Carna Brown will remain as authorized signatories on the accounts.
 - d. MOTION: Shana Kaneshiro motion to approve changes to authorized signatories above.
SECOND: Eli Jennings

DISCUSSION: None

MOTION: Approved

- e. Email addresses on the accounts will remain as is.
- 4. Approve previous [EC Meeting Minutes - 05/19/22](#).
 - a. MOTION: Eli Jennings motion to approve EC Meeting Minutes from 5/19/22.

SECOND: Kirk Ishida

DISCUSSION: None

MOTION: Approved
- 5. Treasurer's Report
 - a. Reported by Carna (Jannine not present). *Note: A [PDF](#) of the report can be accessed via the PacFAA shared drive.*
 - i. Current Checking Balance: \$50,678.31
 - ii. Current Savings Balance: \$11,745.42
 - iii. 3 CDs
 - 1. 12-23 Month Biz CD 7181 - \$5,567, as of June 10, 2022
 - 2. 12-23 Month Biz CD 3756 - \$5,741.72, as of June 14, 2022
 - 3. 12-23 Month Biz CD 0426 - \$16,114.80. As of May 16, 2022
 - b. There was discussion about what to do with the large balance in the checking account. Heather suggested leaving the funds in the account and use the cash flow for future conferences; Frank suggested to put \$10K into a CD (or another type of investment) which would still leave \$40K in the account to use for conference expenses
 - c. Jeff suggested looking at different options (other than CDs) to see if there are better investments that will earn more interest
 - d. Frank mentioned that regional organizations such as WASFAA or NASFAA may offer the option to go in on investments with them but he isn't sure if that is still available; Kolby will inquire during the WASFAA EC meeting.
 - e. Should we decide to invest our funds, we all agreed that with whichever investment route we choose to take, we would like to have the option to withdraw cash when and if it is necessary, without penalty.
 - f. Question from Kirk: Are there negative repercussions if money is lost? Is there anything that we need to justify?

Answer from Frank: No.
 - g. Update from our accountant regarding our 2021 tax filing status: *"All is good. I have to get together with the Electronic Filer to complete it. But the IRS has confirmed receipt of the extension. We are in good shape."*
- 6. Budgets
 - a. All budgets were approved for 2022-2023
 - b. Proposals are in the shared drive as well as in the previous meeting's minutes

7. Committees

- a. Please review the committees as everyone on the EC is a committee member and has specific responsibilities.
 - i. Bylaws, Policies & Procedures - all changes need to be voted on
 - ii. Nominations & Elections
 - iii. Budget
 - iv. Membership - Jeff asked about his responsibilities to recruit a new board; Kolby confirmed that this committee handles the general membership not the Executive Council; Troy manages the database
 - v. Awards
 - vi. Communications - can be sent to Troy and he will send out to the PacFAA Listserv, however, everyone has admin access - Troy will show Pam and Shana how to send out communications to the group
 - vii. Training
 - viii. Conference
 - ix. Outreach - Kolby and Eli are listed as co-chairs; Kolby asked Troy to change to Frank as Chair
8. PacFAA Master Calendar - Plans for this year
 - a. Need to create a master calendar for future meetings/events
 - i. Use to schedule FA Nights, HSCW, Scholarships workshops, FAFSA 101
 - ii. Due dates: Business License, tax filing deadlines. Online memberships (domain, Wild Apricot)
 - b. Fall trainings - hasn't been done since COVID; Kolby will ask during the WASFAA EC meeting for more information
 - c. WASFAA Conference; MLI?? - host in Hawaii?
 - d. PacFAA - will we move the conference to any of the neighboring islands?
 - e. Next Meeting - Kolby will send out communication of possible dates for our next meeting; possibly mid-September
9. Virtual vs. In-Person
 - a. Financial aid Nights - staying virtual however, there are some schools who have requested an in-person setting
 - b. High School Counselors Workshop - staying virtual (can do the whole state)
 - c. FAFSA 101 - will be done both ways
10. New Business
 - a. Eli: Should we do something for Jeff? Jeff already has lifetime membership; Frank says there are no other awards that would have any meaning; Hettie mentioned that there will be something in Hawaii - we can contribute to that
11. Adjourn
 - a. MOTION: Eli Jennings motion to adjourn.
SECOND: Kirk Ishida
MOTION: Approved - Meeting adjourned at 9:51a.