



Executive Council Meeting Agenda & Minutes
Wednesday, January 31, 2018

Salishan Spa and Golf Resort, Gleneden
Lincoln/Pine Rooms

Call to Order 8:21 AM

Present: Jocelyn Hubbs, Jess Kelly, Anastacia Dillon, Molly Walsh, Joanne Leijon, Russell Seidelman, Elisa Lais, Stacie Englund, Ashley Coleman, Carlos Villarroel, Shauna Harper, Anna Hitchcock, Suzie Petersen, Karen Ash, Ryan West, Jennifer Knight, Mark Diestler, Lloyd Mueller, Jake Logan, Abril Hunt, Katie Stone, Debbie O’Dea, Brian Hultgren, Kate Hoerauf, Susan Degen

Welcome and Housekeeping

- Breakfast buffet

Mark reviewed the basic rules for future EC Meetings. We follow Roberts Rules of Order. Voting members were defined.

Introductions of Officers and Committee Chairs/Co-Chairs

Officers for 2018-2019

- | | |
|----------------------------|--------------------|
| • President | Anastacia Dillon |
| • President Elect | Brian Hultgren |
| • Past President | Mark Diestler |
| • Segmental VP Proprietary | Katie Stone |
| • Segmental VP 2yr Public | Kate Hoerauf |
| • Segmental VP 4yr Public | Debbie O’Dea |
| • Segmental VP Private | Heather Hall Lewis |
| • Secretary | Ashley Coleman |
| • Treasurer | Russell Seidelman |

New Chairs/Co-Chairs for 2018-19

Committee

Archives

Communications

EDI

Fund Development

FA 101/201

HS Counselor Training

Legislative

1819 Chair

Elisa Lais

Kim Lamborn

Anna Hitchcock

Araceli Cruz

Suzie Peterson

Jennifer Knight

Ryan West

Jennifer Satalino

Molly Walsh

Susan Degen

Peter Goss

Membership	Joanne Leijon
Summer Drive In	Lauren Patterson
	Karen Ash
Technology	Abril Hunt
Vendor Liaison	TBD
Volunteer Coordinator	TBD
Conference	Shauna Harper
	pending
	Jess Kelly

Continued Business:

- Continue/Complete EC meeting from last night (see January 30, 2018 EC minutes)

New Business:

The 2018-19 OASFAA election was held and certified.

The change of the U. S. Bank records will happen on Friday after the annual OASFAA Business Meeting. Mark Diestler is the outgoing OASFAA President. Anastacia Dillon is the incoming OASFAA President. Russell Seidelman is the incoming OASFAA Treasurer. Anastacia Dillon, Mark Diestler, Stacie Englund and Russell Seidelman will go to the bank. Mark's name will come off as a signer and Anastacia's name will go on.

Governing OASFAA Documents and Flow Chart – Mark Diestler

Mark described the following documents. All were distributed electronically to EC members.

- Constitution
- Bi-laws
- Policies and Procedures

Expectations for 2018-2019 Officers and Committee Chairs – Anastacia Dillon

Thanks to all involved in the EC present and future. NASFAA training attended February 2017 by Anastacia and Russell.

Anastacia reviewed responsibilities for the EC. Duties and responsibilities. The best interest of the OASFAA “at heart”. Budgets for committees will be needed for review. Reimbursements for EC activities will go to Russell. EC meeting dates will be determined. Importance of attendance was stressed. Reports will be prepared in writing and distributed in advance of EC meetings.

- Fiduciary Responsibility
- Budget meeting with President, President-Elect, Treasurer
- Reimbursements
- Attendance at all EC meetings including annual conference
- Reports and format
- Updating web with committee minutes
- Chair/Co-Chair selecting committee members
 - Monitor volunteer list for interested members for committee work

Friday's Business Meeting – Newly Elected EC up on stage at 8:30, recommend getting there early to eat or else you will be eating up on stage in front of crowd. Need plenty of head counters for the vote of membership. Vote on constitution membership change will happen at the Business Meeting. 2/3 of voting members present. Transition from 2017-18 to 2018-19 will be part of the meeting.

Time for Old EC Members to meet with new EC Members to go over expectations, job responsibilities, P&P, etc.

9:25 AM Moved and seconded, Transition Meeting Adjourned 9:25 AM.

Remember...

10:00 AM Newcomer's Welcome in Gallery Room, **Elected EC Members New and Old**

11:00 AM Lunch and Welcome in the Long House