

**Virginia Association of Federal Education Program Administrators**  
**20th Annual VAFEPA Business Meeting**  
**Hilton Richmond Hotel and Spa**  
**October 14, 2015**

**Call to Order:** President Gail Jones called the Annual VAFEPA Board Meeting to order and presented the agenda for approval.

**Minutes: Valdivia Hall**

The minutes were distributed and read by Valdivia Hall from the October 13, 2014 Annual Meeting to the membership. It was moved by Linda Rector and seconded by Carolyn Taylor that the minutes be approved. All members voted affirmative.

**President's Report: Gail Jones**

Gail thanked everyone for all of the work in supporting the conference. The executive committee and board members were recognized for their commitment and support. The president also recognized President Elect, Ernestine Scott for her leadership in planning for the conference.

**Treasurer's Report: Carl McDaniel**

Written report submitted reflected deposits and expenditures from October 14, 2014 through October 14, 2015.

Checking Balance	\$ 9,621.26
Money Market Balance	\$53,512.24
Business Primary Share Balance	\$ 50.00

It was moved by Carolyn Taylor and seconded by Jennifer Hurt that the Treasurer's Report be accepted with all board members voting affirmative.

**Committee Reports:**

By-Laws - Dorothy Tate

It was reported that the By-Laws Committee had been working on revisions for about a year. The revisions have been on the website since December 2014. Dorothy shared with the group the new vision statement, mission and purpose.

It was motioned by Ernestine Scott and seconded by Laura Burton that the updated By-Laws be adopted. All members voted affirmative.

**Old Business:**

None

**New Business:**

None

A motion was made to adjourn the meeting by Dorothy Tate and seconded by Deborah Siekirski. All members voted affirmative. The meeting was adjourned at 9:10 a.m.

The 2016 Annual Meeting to be held during the 2016 VAFEPA Conference, at The Hilton Richmond Hotel and Spa – Short Pump, Richmond, VA.

**Minutes Submitted by:** Valdivia Hall, VAFEPA Secretary