

**Virginia Association of Federal Education Program Administrators**  
**22nd Annual VAFEPA Business Meeting**  
**Double Tree by Hilton - Williamsburg, Virginia**  
**October 18, 2017**

Call to Order: President Ernestine Scott called the Annual VAFEPA Board Meeting to order and presented the agenda for approval. A motion was made by Carolyn Taylor and seconded by Diane Washenberger to approve the agenda. All members voted affirmative.

**Minutes - Valdivia Hall**

The minutes were distributed and read by Valdivia Hall from the October 12, 2016 Annual Meeting to the membership. It was moved by Carolyn Taylor and seconded by Sandra McKenzie that the minutes be approved. All members voted affirmative.

**President's Report** - Ernestine Scott

Ernestine thanked everyone for all of the work in supporting the conference. VAFEPA Board members were recognized for their commitment and support. The president shared with the members the financial status of the organization prior to the conference and the current status. Ernestine mentioned that the board will be looking at purchasing insurance to cover the board/organization in the event if something happened. She also discussed the new format of the conference stating that it was done in an effort to pull more programs together and to offer sessions that would appeal to variety of participants. The president also mentioned that we had only one representative on the NAFEPA Board due to our decrease in membership; however, from the number of participation at this year's conference, it appears that we will have two representatives. Ernestine also shared that she attended the NAFEPA Conference in March of 2017. She also mentioned that the state plan for ESSA was submitted in September. The president also reminded conference attendees to complete the evaluation that will be sent electronically following the conference.

**Treasurer's Report** - **Carl McDaniel** - Written report submitted reflected deposits and expenditures from October 12, 2016 through October 18, 2017.

Checking Balance	\$ 49,976.77
Money Market Balance	\$ 0
Business Primary Share Balance	\$ 50.00

There was a motion made by Diane Washenberger and seconded by Jennifer Hurt to accept the treasurer's report. All members voted affirmative.

**Old Business**

None

**New Business**

None

The president reminded members of the 2018 NAFEPA conference to be held in Washington, DC on March 18<sup>th</sup> - 21<sup>st</sup>. There was a motion made by Malora Horn and seconded by Lori Harper to adjourn the meeting. The president adjourned the meeting.

The next Annual Meeting will be held in October during the 2018 Conference at The Doubletree by Hilton, Williamsburg, Virginia

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