



## Virginia College Access Network Board April Meeting Minutes

Wednesday, April 29th  
10:00 a.m. – 11:30 p.m.

*Hosted Virtually via Zoom*

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**Present:** Joy Pugh (President); Scott Kemp (Vice President); Paula Crow (Treasurer); Lyons Sanchezconcha (Secretary); Mary Morris; Tierney Jackson; Paula Robinson; Reshaud Rich; Anne Michie; Ashley Woodous; TeCarla Moore; and Laura Clark.

**Absent:** None

- **Joy Pugh calls meeting to order at 10:00am**
  - Review Agenda
  - Approval of January and March meeting minutes
    - Motion to approve January Minutes - passed unanimously
    - Motion to approve March Minutes - passed unanimously
- **Treasurer's report – Paula Crow**
  - No changes from last Treasurer's Report
    - Account Balance: 63,298.24
- **By-laws changes – Scott Kemp**
  - Referring to Bylaw Document with comments by Scott
    - All throughout
      - Minor typographical and format corrections for consistency
    - Specified Points of discussion
      - Article II, Section 4
        - Addition of section to mention Board Responsibilities Doc.
      - Article II, Section 7
        - Cancel Audit Committee as it's not a requirement
      - Article II, Section 8&9
        - Change "Nominating Committee" to "Governance Committee"
        - Woodley, Conference, Etc. fall under section 9 committees
      - Article II, Section 11
        - Adjustments to reflect terms coinciding with calendar year
      - Article III
        - Section 2, remove "and the Nominating Committee"
        - Section 3, reflect 1 VP and clean up language
      - Amendments
        - Remove text under Article VII
        - SCHEV language in Article II, Section 2 "shall"
  - Motion to approve the recommended changes to the By-laws.
    - Passes unanimously

- **Finalize policy on listserv use**
  - Draft should include more specific language for content
    - Charged to Governance Committee
  
- **Committee updates (as needed)**
  - Conference updates 2020 and 2021 – Paula Crow
    - Next Conference Committee Meeting 5/18
    - Looking at 2020
      - Concern with rescheduling/canceling
        - Madison holding us for 44K
      - Staying tuned to more options
    - Look at Surveying Attendees
  - Governance committee – Anne Michie
    - No updates
  - Woodley Scholarship – Paula Crow
    - Deadline closed
      - Notifications will go out by the next meeting.
  - Executive committee – Joy Pugh
    - No updates
  
- **VCAN documents: board files & meeting procedures - Lyons Sanchezconcha**
  - Meeting folders for each meeting
    - Moving virtually temporarily
  - Online Board Database
    - Avoid shared folder concern
  - Meeting Parliamentary Procedures
    - Bylaws ask us for to select a procedure
      - Charge Governance Committee
  - Physical VCAN Files
    - Transfer online what we need
      - Store the rest at SCHEV Building
  
- **VCAN Around the Horn – All**
  - Anne - dependent on schools, rolling out scholarships nonetheless
  - TeCarla - VA Sampler, some admissions pushed back, restructured recruitment
  - Laura - Staying ahead, online summer, not rushing fall decisions just yet
  - Scott - CARESAct piece of loan forgiveness w/Northam's announcement
  - Lyons - Finishing off year and preparing to delay fall, Virtual VA content
  - Paula - ActiveMinds looking to ease students' anxieties and struggles
  - Ashley - virtual advising and prioritizing mental health as decisions change
  - Mary - VA529 less affected as direct service, but helping as needed
  - Joy - Virtual Decision Day & virtual advising continues
  - Tierney, Paula, Rashaud - leave early & check resources shared on chat
  
- **Adjourn Meeting - 11:45am**
  - Next Meeting: Friday, June 12th, 1pm - 2:30pm

*The mission of the Virginia College Access Network is to support and enhance post-secondary education access and attainment for residents of the Commonwealth of Virginia. To accomplish this mission, VCAN will support access programs and foster new initiatives; develop information and financial resources for students and families; and promote the benefits of greater access to postsecondary education.*