



Virginia College Access Network Board Meeting Minutes
Wednesday, November 30th
9:00 a.m. – 11:00 a.m.
Madison Boardroom, Hotel Madison

- Attendance: Scott Kemp, Lyons Sanchezconcha, Jan Smith, Alex Johnston, Erin McGrath, Brittany Everett, Anne Michie, TeCarla Moore, Reshaud Rich, Ashley Woodous, Laura Clark, Libby Dutton
- Absent: Tierney Jackson
- Invited Committee Member: Josh Mann
- Welcome: Scott
 - Meeting brought to order at 9:10am
- Approval of October Minutes & November Agenda: Scott
 - Scott Kemp calls for revisions to August meeting minutes
 - Lyons Sanchezconcha moves to approve minutes; Annie Michie seconds; Motion passes unanimously
- Treasurer's report: Jan
 - Written report attached
 - Discussion: NCAN membership
 - Ashley Woodous is a member of the rapid response team at NCAN and references there being a good flow of information from the partners to the national conversation, i.e. FAFSA hiccups
 - Anne Michie is a part of the Strategic Task Force at NCAN
 - VCCS references that being a part of national conversation with student services has been beneficial and affirming of VCCS' good work
- 2022 Conference Update: Josh
 - Thursday schedule

- Coffee with the Board - Not always heavily attended, but Q&A will occur during the breakfast hour
 - JMU campus visit will include optional transportation and end around 6:40pm
 - People registered as late as yesterday; around 244 registrants total
 - Planning for extra space in case some did not register
 - Remained within budget
 - Grateful for support of the board, specifically Lyons for securing all guest speakers; Jan has been particularly helpful as well
 - Need additional students for Friday student panel
 - Potentially a work study student from Admissions or Financial Aid
- 2023 Conference RFP: Scott
 - Will give attendees a ballpark of where the conference will be next year
- Election of Executive Committee Members: Anne
 - Passing of the “Gavel”
 - Remarks from each candidate
 - Ballot:
 - President: Lyons Sanchezconcha
 - Vice President: TeCarla Moore
 - Treasurer: Jan Smith
 - Secretary: Alex Johnston
 - Lyons will enter his sixth year in two years, reminder that board members can re-enter after a year away from the board
 - Ashley Woodous moves to accept the nominations; Reshaud Rich seconds; Motion passes unanimously
 - Approval of Past President - New President
 - Anne Michie moves to approve past president presence on board; TeCarla Moore seconds; Motion passes unanimously
 - Discussion: Succession Planning

- Consider sponsoring one or two conference registrations or providing a discount; Incentivize this with a virtual passport to increase engagement in counselor corners or other training opportunities
- Lyons proposes creating an ad hoc committee for counselor outreach
 - Brittany Everett will chair
 - Erin McGrath, TeCarla Moore, Ashley Woodous, and Alex Johnston will participate
- Encourage board members to bring other issues to future meetings
- Next Meeting: TBD
 - Lyons will email to schedule all 2023 meetings
- Meeting adjourned
 - Anne Michie moves to adjourn meeting; Lyons Sanchezconcha seconds; Motion passes unanimously
 - Meeting adjourned at 10:33am