

October 2, 2006

To: Sarah Bauder, Chair  
Rachel Brinkley, Chair-Elect  
DE-DC-MD Executive Board  
From: Jacqueline G. Daughtry-Miller  
Historian  
Subject: **Historical Society Minutes of September 28, 2006**

The Historical Society Committee met on September 28, 2006. Members present are:

- Jacqui Daughtry-Miller
  - Herm Davis
  - Ellen Frishberg
  - Gary Spoales
  - Cheryl Watson.
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- We reviewed the Check list for Secretary that was distributed to Board. As a *reminder*, the key items for inclusion in the Historical archives are:
    - Minutes
    - Treasury Reports
    - Conference Program
    - State committee reports
    - Award Scholarship reports
    - Audit reports (new item)
  
  - The Archived Newsletters were received and will be sent for printing.
  
  - Committee Representative for Neophyte workshop re historical perspective selected.
  
  - Committee Assignments:
    - **Daughtry**: Send Questionnaire membership update to Board and Tri-state members. Survey is attached; get archive newsletters printed.
    - **Davis**: Continue to update Histogram with report for November meeting.
    - **Frishberg**: Interview Committee members as a start on a “How to” book on researching financial aid administrators association history
    - **Howard**: Update Omega members (sadly, we have one more Omega member, Doug Boucher)
    - **Spoales**: Review NAFAA State Awards for 2006-2007 year; Newsletters archive update for November meeting
    - **Watson**: Update on members: “Where are they Now?” for report for November.
  
  - Next Committee meetings dates:
    - November 3 in Ocean Pines, Maryland
    - January 12 at John Hopkins University
    - March 9 at New Market, Maryland