



SDASFAA EXECUTIVE COUNCIL MEETING AGENDA

Tuesday, April 4, 2023 – 9:00 AM Mountain Time
Rushmore Hotel-Rapid City, SD

Executive Council Members

- Kristy O’Kief (WDTA) President
- Stephanie Jones (NAU)..... President-Elect
- Carissa Koerner (USF).....Past President
- Tracey Buisker (SDSU)Secretary
- Morgan Stadler (NSU) Treasurer
- Karrie Morgan (USF) and Laura Reed (DSU)Members at Large through 2023
- Hayli De Jung (SDSU) and Sarah Selzler (NSU)Members at Large through 2024
- Carin Carstens (ScholarNet)Associate Member at Large

I. Call Meeting to Order

Kristy O’Kief called the meeting to order 11:09am MT.

II. Approval of Agenda

No additions were made to the agenda. Morgan Stadler motioned to approved and Laura Reed seconded.
Motion carried.

III. Approval of February 24, 2023 Executive Council Meeting Minutes

No additions to the previous meeting. Carissa Koerner motioned to approve minutes and Karrie Morgan seconded. Motion carried.

IV. Office Reports-Consent Agenda

- a. Past President..... Carissa Koerner
See attached.
- b. President-Elect Stephanie Jones
See attached.
- c. PresidentKristy O’Kief
See attached.

V. Officer Reports

- a. Treasurer Morgan Stadler

In the meantime, conference registration payments are coming in, we are still missing a few membership dues and I will be submitting a payment for our summer institute scholarship winner. We have one CD that expires on 4/8/23 that I have been working with the Bank to renew for 19 months. The current interest rate for 19 months is 4.45%. Lastly, I now have a debit card for SDASFAA that we can use for submitting electronic payments going forward.

SDASFAA
 Financial Statement
 January 1, 2023-March 29, 2023

BEGINNING BALANCE			
	Checking		5,380.19
INCOME			
	Membership Dues		2,775.00
	Sponsorship Income		4,000.00
	Workshop Income		2,760.00
	Spring Conference	2,760.00	
	Fall Training	0.00	
	High School Counselor Workshop	0.00	
	Miscellaneous Income		0.00
TOTAL INCOME			9,535.00
EXPENSES			
	Workshops		620.00
	Spring Conference	620.00	
	Fall Training	0.00	
	High School Counselor Workshop	0.00	
	Executive Board		0.00
	Travel		4,775.48
	NASFAA Leadership Conference	4,775.48	
	RMASFAA Board Meeting	0.00	
	RMASFAA Conference	0.00	
	Education Activities		700.00
	Review Committee	0.00	
	Membership and Records Committee	0.00	
	Training Committee	700.00	
	Recognition Committee	0.00	
	Communication and Website Committe	0.00	
	General Postage		63.00
	General Printing		37.00
	Memorials		0.00
	PayPal Expense		76.21
	Miscellaneous Expenses		0.00
TOTAL EXPENSES			6,271.69
TOTAL TRANSFERS			0.00
	Savings		0.00
	CD's		
ENDING BALANCE -- Checking			\$8,643.50

**SDASFAA
Asset Statement**

January 1, 2023-March 29, 2023

Savings -- Balance Sheet		
Beginning Balance		\$ 23,168.76
Interest Income		\$ -
Transferred from CD to savings		
Transferred to new CD		
Ending Balance		\$ 23,168.76
<small>(personal savings acct, no fees, 0.05% interest, \$300 min. bal.)</small>		
CD's -- Balance Sheet		
<u>CD ending 3037 - US Bank 59 Month</u>		
Beginning Balance		\$16,246.00
Interest Income		\$ -
Transferred to savings		
Ending Balance		\$ 16,246.00
<small>(renewed 4/30/2019, matures 3/31/2024, 59 months, 2.66%)</small>		
<u>CD ending 4018 - US Bank 17 Month</u>		
Beginning Balance		\$26,065.21
Interest Income		\$ 9.64
Transfer from savings		
Ending Balance		\$ 26,074.85
<small>(renewed 12/8/2021, matures 4/8/2023, 17 months, .15%)</small>		
Balance Sheet Summary		
Checking Account		\$ 8,643.50
Savings Account		\$ 23,168.76
CD - US Bank- 59 Months CD ending 3037		\$ 16,246.00
CD - US Bank 17 Month CD ending 4018		\$ 26,074.85
Total Available Assets		\$ 74,133.11

VI. Old Business

- a. CD update..... Morgan Stadler

We have one CD that expires on 4/8/23 that I have been working with the Bank to renew for 19 months. The current interest rate for months is 4.45%.

- b. 2023 Spring Conference Kristy O’Kief/Carissa Koerner
 About 20 people cancelled because of the weather. Our Utah RMAFSA swap flight was cancelled so he will not be in attendance.
- c. 2023 Scholarship for Summer Institute (SI) Carissa Koerner
 Had 3 applications this year, Stephen Detlefs from Black Hills State was chosen.
- d. 2024 RMAFSA Conference Carin Carstens
 No updates at this time – the other leads are at the conference this week, so they are meeting to touch base on where things are at.

VII. New Business

- a. 2023 Fall Training Karrie Morgan/Laura Reed
 Sent out the contract from Arrowwood and it is the same price as last year. There was nothing on the contract about food. Carissa noted that food is typically its own contract. The room block did go up in price. The planned dates are November 14 and 15.
 Sarah motioned and Stephanie second the motion to approve the contract with Arrowwood.
- b. 2024 Spring Conference Kristy O’Kief
 Have not planned much yet but have started looking at weeks in April. Kristy is going to try to pin down a date soon. Looking to have it a Tuesday – Thursday.
 Carin brought up that Nebraska would be interested in coming to our conference and vice versa. With the NASFAA trainers only committing to coming every 5 years we would be open to others coming from outside of South Dakota to attend our conference.

- c. 2023 High School Counselor Workshops Carissa Koerner
 Not much to update at this point. Dates have been set at all the sites.

The following dates & locations have been confirmed for the 2023 Fall Counselor Workshops:

8:00 AM - 2:30PM CT

Sept. 6, Northern State University, Aberdeen

Sept. 7, Lake Area Technical College, Watertown

Sept. 11, Western Dakota Technical College, Rapid City (**Mountain Time**)

Sept. 12, Dept. of Education MacKay Bldg, Pierre

Sept. 13, Mitchell Technical College, Mitchell

Sept. 14, Southeast Technical College, Sioux Falls

VIII. Committee Activity from Liaisons

- a. Recognition Carissa Koerner

Thank-you to all who submitted nominations for SDASFAA awards this year. The committee did not hold a formal meeting but reviewed nominations and voted via email. Awards will be presented at the Banquet on Wednesday evening, April 5th.

In addition to our normal awards, we will be recognizing three retirees this year at the banquet: Ken Kocer, Carmen Neugebauer, and Marlene Seeklander. Our sincerest thanks to all three of these individuals for the impact they have had on SDASFAA.

Elections for SDASFAA’s 2024 board will be held in late summer. Please let me know of anyone you believe would be interested in running for office. We will need to fill the positions of President-Elect, Secretary, and Member-at-Large.

- b. Membership/Records..... Stephanie Jones

Two new associate members: PNC Bank and South Dakota Community Foundation. Campus Logic and Ascent did not renew their membership with us this year.

- c. Review Carin Carstens
They have met and have received all the financial documents. Carin wanted to confirm what their responsibilities are. They will be meeting now to review documents and complete the yearly review.

- d. Communications/Website..... Tracey Buisker

Our members this year are Brenda Wipf, Lindsay Miller, Sharon Martin, Kristy O’Kiefe and me. I am planning our first meeting to be after the spring conference to work on our first newsletter. In addition, we will be sending out a survey testing the temperature of the organization on additional training and what topics might be of interest. When we completed a survey last year there wasn’t much interest.

- e. Training..... Carissa Koerner

The Training committee met several times since our last board meeting to work on sessions for the spring conference and for the RMASFAA Summer Institute Scholarship.

We organized several sessions for spring conference, including the NASFAA credential in Student Eligibility and the Fraud Prevention session from the OIG.

Applications for the Summer Institute Scholarship opened in January with a deadline of March 15th. The committee met on March 20th and a recipient was chosen – Stephen Detlefs from BHS. Stephen was notified and accepted the scholarship.

- f. Fall TrainingKarrie Morgan/Laura Reed

No further updates at this time.

- g. Spring Conference Kristy O’Kief

No further updates at this time.

IX. Announcements

- a. RMASFAA Summer Institute: June 4-8, 2023, at Wichita State University, Wichita, KS
- b. SDASFAA Summer Board Meeting June/July via Zoom
- c. SDASFAA High School Counselors' Workshop
- d. RMASFAA Conference: October 8-11, 2023, in Fort Collins, CO
- e. SDASFAA Fall Training TBA

X. Adjourn

Motion to adjourn was made by Karrie Morgan and Carissa Koerner second. Motion carried – meeting adjourned at 11:54am MT.

Past President Report

Carissa Koerner

SDASFAA Executive Council Meeting

April 4, 2023

As past-president, my current duties are to chair the Recognition committee and the Training committee. Additionally, I am co-chairing the 2023 Spring Conference committee with Kristy O’Kief.

Recognition Committee

Thank-you to all who submitted nominations for SDASFAA awards this year. The committee did not hold a formal meeting but reviewed nominations and voted via email. Awards will be presented at the Banquet on Wednesday evening, April 5th.

In addition to our normal awards, we will be recognizing three retirees this year at the banquet: Ken Kocer, Carmen Neugebauer, and Marlene Seeklander. Our sincerest thanks to all three of these individuals for the impact they have had on SDASFAA.

Elections for SDASFAA’s 2024 board will be held in late summer. Please let me know of anyone you believe would be interested in running for office. We will need to fill the positions of President-Elect, Secretary, and Member-at-Large..

Training Committee

The Training committee met several times since our last board meeting to work on sessions for the spring conference and for the RMASFAA Summer Institute Scholarship.

We organized several sessions for the spring conference, including the NASFAA credential in Student Eligibility and the Fraud Prevention session from the OIG.

Applications for the Summer Institute Scholarship opened in January with a deadline of March 15th. The committee met on March 20th and a recipient was chosen – Stephen Detlefs from BHS. Stephen was notified and accepted the scholarship.

2023 SDASFAA Spring Conference

The conference committee has worked hard in the last few months to present a great conference for SDASFAA! As part of the committee, I worked on the program sub-committee on organizing sessions and presenters. I’m excited for the agenda we have put together.

Thanks!

President Report

Kristy O'Kief

Board meeting 4/4/2023

The following are things that I have been working on since the February board meeting.

2023 Spring Conference:

- Update website with the necessary updates
- As of 3-22-23 current registration is at 45 including Laura from Sallie Mae who is not able to attend but will have a table for materials

2024 Spring Conference:

While I have not contacted the hotels in Sioux Falls yet, I have reviewed the days in April that potentially would be ideal. Easter 2024 is March 31st so potential dates would be:

- April 9-11
- April 16-18
- April 23-25

Before the next board meeting I plan to get quotes from Holiday Inn-City Centre and Hilton Garden Inn for the 2024 Spring Conference and confirm if any of the above dates will work.

President-Elect Report

Stephanie Jones

Board meeting 4/4/2023

As President-Elect, my current duties are as follows:

Chair the Membership & Records Committee - We have received two applications for Associate Members. Kristy presented the applications and conducted the email voting process for both applications. PNC Bank and SD Community Foundation were approved to join SDASF AA as Associate Members.

Vice-Chair 2024 Spring Conference Committee – No updates at this time.