

SDASFAA EXECUTIVE COUNCIL MEETING AGENDA

Wednesday, June 26, 2013 - 11:00 AM Central Time

Al's Oasis, Oacoma, SD

Executive Council Members

Kristy O’Kief (DWU)..... President
 Ken Kocer (Mt. Marty) President-Elect
 Deb Henriksen (BHSU) Past-President
 Emily Studenski (Augustana) Secretary
 Becky Pribyl (NSU) Treasurer
 Cheryl Bullinger (NAU) and Kim Nida (BHSU) Members at Large (thru 2013)
 Carolyn Halgerson (Kilian) and Micah Hansen (Globe)..... Members at Large (thru 2014)
 Ken Wallace (Great Lakes) Associate Member at Large

Call Meeting to Order: June 26, 2013 called the meeting to order at 11:00 a.m. central.

MEMBERS PRESENT: Kristy O’Kief, President; Ken Kocer, President-elect; Deb Henriksen, Past President; Becky Pribyl, Treasurer; Cheryl Bullinger and Kim Nida, Members At Large 2013; Micah Hansen and Carolyn Halgerson, Members At Large 2014, Ken Wallace, Associate Member.

Members absent: Emily Studenski, Secretary.

Approval of Agenda and Consent Agenda: Kristy emailed copies of the agenda. Kristy added items to the agenda, so provided new copies. Deb approved, Cheryl second. All approved.

APPROVAL OF MINUTES FROM FEBRUARY 12, 2013 and April 15, 2013 BOARD MEETING: Becky approved, Deb second, all approved.

Officer Reports – Consent Agenda (Secretary, Past-President, President-Elect and President)

Secretary – No report.

Past-President – Submitted by Deb Henriksen:

The last report included up until the time we were going to meet for the spring conference in Aberdeen, SD. As chair of this committee, I must say “What a conference of changes that was!” Bad weather coming in, some couldn’t come, some had to leave early as another storm was producing itself on that Wednesday, the end of the conference.

That being said, it was still a good conference, and most of all we were able to celebrate Clark Wold’s retirement party and hear his parting wishes to us. I think a good time was had by all that could make it. I wish to thank everyone on my committee, Kristy O’Kief, Sharon Kienow, Ken Wallace, Becky Pribyl, Caleen Jandel, Carrie Jordanger, and Janel Wagner – they did a bang up job on everything. As chair of this year’s Recognition Committee I did send out, through email, a summary of those who were given their years of service awards, who received the Outstanding Service Award, plus the Douglas Steckler Award; I also talked a bit about Clark’s event. The secretary’s minutes reflecting those awards given.

We had to do some voting through email since we did not have the 2/3 majority needed at the business meeting, however we did get the amendments to the constitution Article XI, Sections I and II passed so we can do all business through email with making amendment changes.

Upcoming now is the completion of the ballot of members who wish to run for office; Kristy sent out the original email asking for volunteers. To date, we have Monica Gannon running for secretary, we still need 2 members-at-large, treasurer and president-elect; Kristy O’Kief will be past-president, Ken Kocer will be president, with Micah Hansen and Carolyn Halgerson as remaining members at large. Hopefully we will have a full ballot soon.

President-Elect – Submitted by Ken Kocer:**Decentralized Training**

The Decentralized Training Committee discussed the idea of providing the training through Webinars as a future method of delivery. The committee was not in favor of a Webinar for the Fall Decentralized Training. The committee felt SDASFAA needed to come together as a group to provide more cohesiveness within the organization.

The committee discussed the following as possible topics for the Fall 2013 Decentralized Training: 150% sub loan limit/reporting, shopping sheet, 1098T, financial literacy, summer awarding, R2T4/modules, and sequestration. We have had two presenters/co-presenters volunteer to present. We will send out an email to the association also to see if anyone else is interested in presenting.

I contacted Rick Renshaw on possibly presenting at our Decentralized Training Event this November. He said he would do a "Live Webinar" at our workshop as Department of Education guidance is that they can only attend one event per state per year. The Decentralized Committee thought this would be a good combination to compliment on-site presentations. I would need to submit a request for Rick to participate.

Walter Stasinski, a motivational speaker, contacted me on his interest to speak at our SDASFAA 2014 Spring Conference. I did tell Walter that we have limited funds for speakers. He inquired on how much we could pay and I mentioned we spent \$1,000.00 including travel for our last outside motivational speaker and that was a stretch. He also wanted to know how many attendees we have at our conference. After hearing this, he wasn't quite as interested.

I received an email from Rick Renshaw. He said it would really help if Montana, Utah, North and South Dakota would coordinate their spring conferences. He said it is really hard for the trainers to make it to the conferences when they are scheduled so close together.

Connie McCormick of NASFAA contacted me on my request to have NASFAA Trainers as part of our Spring 2014 SDASFAA Conference. NASFAA has a budget which allows them to attend 15 events and they received over 25 requests. Connie said NASFAA would not be able to send trainers to the 2014 Spring Conference, but if we are interested for 2014-15 training she would put SDASFAA at the top of the list. I did respond that we would be interested.

President – submitted by Kristy O'Kief

Since the spring conference I have not been able to focus much of my attention to SDASFAA other than scheduling the board meeting, putting together the agenda, sending out the first email on request for candidates to fill the board positions and in my capacity of web master updating the SDASFAA website with the awards, upcoming events, constitution change and putting the new calendar on the web.

1. Membership committee: I have not set up a meeting for this year yet but do plan to do this sometime this summer.
2. High school counselor workshop I will be working with my committee members to set a location and the person hosting in Sioux Falls and with Jay Larsen retirement will need to determine what to do with the Pierre location. All other sites are set.
3. Spring 2014 conference: have not yet met with committee but have received confirmation that Craig Munier, Director of Financial Aid, University of Nebr. –Lincoln will be attending as a representative of NASFAA. Unfortunately I was too late in my request to Justin Draeger and he was already booked.

As with anything as a board we need to review what works and what needs to change to improve the services provided to the membership. I look forward to working with you all to do this.

Officer Report:**Treasurer Report** – provided by Becky Pribyl

For 2013, total income for the year has been \$10,905. This includes dues from 19 institutional members and 14 associate members. Waiting to hear back from Corey Rabenburg on National Guards membership. Total expenses come to

SDASFAA is committed to the belief that no one should be denied access to post-secondary education because of a lack of family resources or knowledge of the financial aid delivery system or application process. SDASFAA's goal is to assist those seeking assistance through all Title IV regulations.

\$7,696.41. At this time, not all of the spring conference expenses have been submitted. In addition, 6 refunds were issued for spring conference registration fees which has inflated both income and expenses slightly. Miscellaneous expenses include a check sent to Kristy from Becky for a memorial for Julie Hamer; the check never showed up so Becky issued another check directly to Julie. The original check is still lost and the board decided that there was no need to stop payment on the check; just wait for it to show up or stale-date. A new CD was purchased from Wells Fargo for \$30,000. It has an 11 month term, 0.15% interest rate, and will mature on 5/24/14. Ken Kocer will be added to the CD so another person has access to it. Wells Fargo correspondence goes to Becky's home address due to conflicts between the IRS and Wells Fargo as far as SDASFAA's official name. Total available assets equal \$57,775.46. Ken Kocer approved, Ken Wallace second, all approved.

Old Business

2013 SDASFAA Spring Conference Review: Weather was a factor, therefore a decrease in attendance. ED attending in person rather than webinar and the location of the conference were brought up in the reviews. Attendance was about half & half schools vs. associate members.

Corporate Sponsorship Structure Recommendations: Ken Wallace – change not warranted – no negative comments heard regarding cost or structure. BND doesn't have as much business in SD, but doesn't seem to have a problem paying the fee. Great Lakes was the only sponsor at support staff; SLFC the only one at high school counselor workshop; there was no interest in the calendar (recommend to remove calendar). Ken Wallace indicates our costs are not the highest and not the lowest. Deb moves to remove calendar from sponsorship structure, Carolyn second. What about those that attend without sponsorship for that event but still have access to all in attendance? It was determined that we can't do anything about that. All approved, motioned moved; Becky will update the membership dues invoice for 2014.

Member at Large position: This was brought to the attention of the membership at the spring conference – members seemed to be ok with the change to one for each term rather than two, didn't hear any negative comments. Board discussed benefits of having 4 members at large positions versus two on the board since this allows members to see what the board does and hopefully will gain more interest in the other positions. After discussion, the topic was tabled for now. Discussion on 3 year term of treasurer – Deb wonders if that is too long; Becky indicates that it takes the first 2 years to learn the job.

Constitution Changes: Kristy presented a constitution change at the business meeting in April and has not yet submitted email information to the voting members but plans to do this in the next couple of weeks.

New Business

Updating constitution on changes made: Kristy is webmaster, needs word document to update then to web for the constitution. Must make sure it is being done correctly, so need to be careful who/how many have access to do this. Kristy will make this change (no longer pdf on web).

SDASFAA Yahoo Group Changes: Kristy is no longer able to just add new members to Yahoo group. Now an email invite goes out when she does this – the new member is provided with the option to join the group or join the mailing list; by choosing join the mailing list, they do not need to have a Yahoo email address.

Membership fees: \$75 for many years now; should we consider an increase? Carolyn – no – because we have 2 years of operating funds in the bank. Kristy – we are going to run a red budget this year, Ken Kocer will probably as well with 2 going to leadership conference & RMASFAA. HSCW generates revenue, registration fees pay for the spring conference food costs while sponsorships pay for rest of expenses. Becky – we should look at gaining new members and articulating why they should be a member of SDASFAA rather than tax our current members with a higher fee; look at specific events to pay for themselves or make \$; can we adjust board meetings so we aren't spending \$? Ken Kocer will put together a budget for next year for the next meeting. Topic tabled, but we need to recognize that reserves will be depleted before too long if we don't start thinking about what to do. How can we increase the Native American involvement?

2013 SDASFAA Board Member Candidates: There is one candidate for secretary and one for member at large, but none for treasurer or president-elect. Different candidates were brought up to discuss providing the opportunity of board positions. Contacts will be made based upon recommendations discussed by the board.

RMAFSAA Conference and Board Meeting – RMAFSAA conference is Oct 20-23 in Cheyenne, Wyoming and Ken Kocer does need to be there October 17th for the transitional board meeting on October 18th and Kristy needs to be there October 18th for the October 19th board meeting. This will be Kristy's final RMAFSAA board meeting and then Ken Kocer will be SDASFAA's representative. Kristy plans to drive to RMAFSAA due to personal reasons and has presented the travel costs for flying vs. driving. To drive and be paid at the federal mileage rate, it would come out to be \$631.34; to fly it would be \$457.80. Kristy has stated she would be ok with being reimbursed only the amount of what it would cost SDASFAA if she was to fly which includes the cost of the plane ticket, airport parking cost and mileage to Sioux Falls and back to Mitchell. Board members had no objections to this. Conference fee will be \$250 each which SDASFAA will cover; RMAFSAA covers some lodging expense and SDASFAA will cover remainder.

SDASFAA Events – Discussion was done to determine the importance of all the events that SDASFAA does provide and whether or not all are still important. Currently SDASFAA has 4 board meeting and yes we should still have the 4 but maybe have one as a conference call, potentially the February board meeting. This would reduce expenses. Use the board meeting associated with decentralized training in November as a transitional meeting that includes the new members. May need to re-evaluate Decentralized Training if numbers continue to decline because of the things that need to be done such as training topics, presenters, who will attend based on topics, etc. Support staff discussion – used to be every other year – seems like that now because West River attends out there, East River attends there, so kind of like every other year already. Need to be cognizant of who is on the committee to make it pertinent for the attendees. Need to coordinate with other states for spring conferences for ED trainers. What is a good time for the “spring” conference? Spring 2016 will be a dry run for RMAFSAA 2016, so it needs to be West River then. Discussion on where to hold Spring 2015 conference. Decentralized Training will be November 13 & 14, 2013 at the AmericInn in Chamberlain.

Next Meeting –The next board meeting will be at the AmericInn in Chamberlain the morning of November 13 before decentralized training.

ADJOURN

Motion was made for adjournment by Deb and seconded by Ken Kocer; meeting adjourned at 2:39 p.m.

Respectfully submitted,
Kim Nida, secretary pro-tem for Emily Studenski