



SDASFAA EXECUTIVE COUNCIL MEETING AGENDA
Friday, February 18, 2022 – 10:00 AM Central Time
Conference Call

Executive Council Members

- Amber Brockel (PC).....President
- Kristy O’Kief (WDT).....President-Elect
- Carissa Koerner (USF).....Past President
- Tracey Buisker (SDSU).....Secretary
- Carrie Jordanger (LATI).....Treasurer
- Morgan Stadler (NSU) and Sydney Chapman (SDSU) Members at Large through 2022
- Karrie Morgan (USF) and Laura Reed (DSU)..... Members at Large through 2023
- Cathy Mueller (MYF).....Associate Member at Large

I. Call Meeting to Order

Amber Brockel called the meeting to order at 10:01am.Morgan Stadler not in attendance.

II. Approval of Agenda

No additions were made to the agenda. Kristy motioned to approve, and Carissa seconded. Motion carried.

III. Approval of November 9, 2021 Executive Council Meeting Minutes

No additions to the previous meeting. Carrie motioned to approve November meeting minutes and Catherine seconded. Motion carried.

IV. Officer Reports – Consent Agenda

- a. Past President Carissa Koerner
- b. President-ElectKristy O’Kief
- c. PresidentAmber Brockel

No questions at this time. Past President, President-Elect and President reports are all attached at the end of the minutes. Kristy motioned to approve, and Sydney seconded. Motion carried.

V. Officer Reports

- a. Treasurer Carrie Jordanger

Balance Sheet 2021 – only new income was additional deposits from Decentralized Training and \$1 donation from Paypal. No reimbursement for Amber’s RMASFAA registration, Amber will reach out again. Ending balance \$8116.80 (check number). Ending balance projected higher.

Asset Statement - \$1.55 in savings account made. CD 3037 made \$414.48 and CD 4018 made \$27.08. Ending the year cash/savings/ CDs \$65,629.43.

Historical – Must exclude 2020. A better comparison would 2019 or 2018. Income/expenses for the year for 2021 are comparable to prior pandemic. Executive board eliminated some expenses by moving some board meetings virtually. \$28.63 Paypal year expense. Carissa suggested that we hide some rows that haven’t been used in 10 years. Also, noted to start using the verbiage of *Fall Training*, not Decentralized.

Balance Sheet 2022 – Have had some membership dues and sponsorship income. Total income so far \$4734.56. No expenses to date. Carrie did just receive a request from the spring conference to purchase the credentialing for the spring conference. The expense is \$500.

Asset Statement 2022 – Not many changes. Have received a small amount of interest on the CD 4018, \$6.63.

SDASF AA
 Balance Sheet
 January 1, 2021 - December 31, 2021

BEGINNING BALANCE

Checking		5,967.60
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INCOME

Membership Dues		2,616.67
Sponsorship Income		3,200.00
Workshop Income		7,309.70
Spring Conference	3,129.70	
Support Staff Workshop	0.00	
Decentralized Training	1,350.00	
High School Counselor Workshop	2,830.00	
Miscellaneous Income		1.00

TOTAL INCOME		13,127.37
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EXPENSES

Workshops		8,481.74
Spring Conference	7,324.89	
Support Staff Workshop	0.00	
Decentralized Training	1,156.85	
High School Counselor Workshop	0.00	
Executive Board		426.92
Travel		1,081.60
NASFAA Leadership Conference	0.00	
RMASF AA Board Meeting	0.00	
RMASF AA Conference	1,081.60	
Education Activities		927.91
Review Committee	0.00	
Membership Committee	0.00	
Committee of Record	159.65	
Recognition Committee	768.26	
General Postage		0.00
General Printing		0.00
Memorials		50.00
Miscellaneous Expenses		10.00

TOTAL EXPENSES		10,978.17
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TOTAL TRANSFERS		0.00
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Savings		0.00
CD's		

ENDING BALANCE -- Checking		\$8,116.80
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SDASFAA
Asset Statement
 January 1, 2021 - December 31, 2021

Savings -- Balance Sheet

Beginning Balance	\$ 15,665.37
Interest Income	\$ 1.55
Transferred from CD to savings	
Transferred to new CD	

Ending Balance	\$ 15,666.92
<small>(personal savings acct, no fees, 0.05% interest, \$300 min. bal.)</small>	

CD's -- Balance Sheet

CD ending 3037 - US Bank 59 Month

Beginning Balance	\$15,405.09
Interest Income	\$ 414.48
Transferred to savings	

Ending Balance	\$ 15,819.57
<small>(renewed 4/30/2019, matures 3/31/2024, 59 months, 2.66%)</small>	

CD ending 4018 - US Bank 11 Month

Beginning Balance	\$25,999.06
Interest Income	\$ 27.08
Transfer from savings	

Ending Balance	\$ 26,026.14
<small>(renewed 12/8/2020, matures 11/08/2021, 11 months, .10%)</small>	

Balance Sheet Summary

Checking Account	\$ 8,116.80
Savings Account	\$ 15,666.92
CD - US Bank- 59 Months CD ending 3037	\$ 15,819.57
CD - US Bank 19 Month CD ending 4018	\$ 26,026.14

Total Available Assets	\$ 65,629.43

SDASFAA
Balance Sheet
January 1, 2022-February 11, 2022

BEGINNING BALANCE

Checking		8,116.80
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INCOME

Membership Dues	2,244.06	
Sponsorship Income	2,490.50	

Workshop Income	0.00	
Spring Conference	0.00	
Support Staff Workshop	0.00	
Decentralized Training	0.00	
High School Counselor Workshop	0.00	

Miscellaneous Income	0.00	
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TOTAL INCOME		4,734.56
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EXPENSES

Workshops	0.00	
Spring Conference	0.00	
Support Staff Workshop	0.00	
Decentralized Training	0.00	
High School Counselor Workshop	0.00	

Executive Board	0.00	
Travel	0.00	

NASFAA Leadership Conference	0.00	
RMAFSA Board Meeting	0.00	
RMAFSA Conference	0.00	
Education Activities	0.00	
Review Committee	0.00	
Membership Committee	0.00	
Committee of Record	0.00	
Recognition Committee	0.00	

General Postage	0.00	
General Printing	0.00	
Memorials	0.00	
Miscellaneous Expenses	0.00	

TOTAL EXPENSES		0.00
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TOTAL TRANSFERS		0.00
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Savings	0.00	
CD's		

ENDING BALANCE -- Checking		\$12,851.36
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SDASFAA
Asset Statement

January 1, 2021 - February 11, 2022

Savings -- Balance Sheet

Beginning Balance	\$ 15,666.92
Interest Income	\$ -
Transferred from CD to savings	
Transferred to new CD	<hr/>
Ending Balance	\$ 15,666.92
<small>(personal savings acct, no fees, 0.05% interest, \$300 min. bal.)</small>	

CD's -- Balance Sheet

CD ending 3037 - US Bank 59 Month

Beginning Balance	\$15,819.57
Interest Income	\$ -
Transferred to savings	<hr/>
Ending Balance	\$ 15,819.57
<small>(renewed 4/30/2019, matures 3/31/2024, 59 months, 2.66%)</small>	

CD ending 4018 - US Bank 11 Month

Beginning Balance	\$26,026.14
Interest Income	\$ 6.63
Transfer from savings	<hr/>
Ending Balance	\$ 26,032.77
<small>(renewed 12/8/2021, matures 4/8/2023, 17 months, .15%)</small>	

Balance Sheet Summary

Checking Account	\$ 12,850.91
Savings Account	\$ 15,666.92
CD - US Bank- 59 Months CD ending 3037	\$ 15,819.57
CD - US Bank 19 Month CD ending 4018	\$ 26,032.77
Total Available Assets	<u>\$ 70,370.17</u>

	2021	2020	2019	2018	2017	2016	2015	2014	2013	2012
Income:										
Membership Dues Income	2616.67	2700	2775	2700.00	2625.00	2250.00	2625.00	2550.00	2325.00	2775.00
Sponsorship Income	3200	0	3623	2950.00	3000.00	3250.00	3550.00	4050.00	4550.00	4550.00
Spring Conference Income	3129.7	40	3670	4046.00	4476.80	4697.32	3855.00	3972.50	3955.00	4495.00
Decentralized Training Income	1350	0	1500	1350.00	1260.00	0.00	1400.00	1480.00	1650.00	1100.00
Support Staff Workshop Income	0	0	0	0.00	0.00	0.00	0.00	0.00	225.00	1145.00
Interest Income	0	0	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Miscellaneous Income	1	0	0	0.00	0.00	0.43	0.00	0.00	300.00	0.00
High School Counselor Workshop Income	2830	1400	3160	3510.00	330.00	3540.00	3025.00	3575.00	3400.00	3905.00
EAC Leadership Development Schol. Income	0	0	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00
College Goal Sunday Income	0	0	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Expenses:										
Printing and Copying Expense	0	0	0	0.00	0.00	0	0.00	0.00	27.95	0.00
Executive Board Expense	426.92	129.68	1781.46	1712.94	1214.28	1358.83	1387.97	1188.65	1855.58	3147.40
Spring Conference Expense	7324.89	133.81	4472.42	3267.42	6375.80	7124.48	4793.02	5827.25	4489.35	6206.72
Decentralized Training Expense	1156.85	0	1008.27	1044.72	823.71	308.55	145.13	728.48	922.44	637.69
Support Staff Workshop Expense	0	0	0	0.00	0.00	0.00	0.00	0.00	909.28	1632.83
RNASFAA Conference Expense	1081.6	50	3714.99	3273.48	3004.98	2241.79	2854.26	2036.89	1688.37	63.60
RNASFAA Board Meeting Expense	0	0	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00
NASFAA Leadership Conference Expense	0	2188.57	3892.2	2342.75	4585.71	1737.72	1624.58	1517.23	1769.46	1665.77
NASFAA Conference Travel Expense	0	0	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00
General/Postage Expense	0	55	0	0.00	49.00	0.00	0.00	0.00	45.00	0.00
High School Counselor Workshop Expense	0	0	0	207.10	206.51	1968.15	2327.10	963.92	1395.54	1647.89
Miscellaneous Expense	10	402.95	44.05	33.65	20.00	63.64	28.17	244.15	19.95	289.50
Memorials Expense	50	0	0	100.00	50.00	150.00	100.00	100.00	100.00	50.00
EAC Leadership Development Schol. Expense	0	0	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Activities Committees Expense	927.91	287.18	623.62	475.95	552.38	492.32	386.20	434.96	596.36	787.56
College Goal Sunday Expense	0	0	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Assets:										
Checking Account Balance	8116.8	5,967.60	5,054.79	55,863.80	53,765.81	55,956.38	7664.11	6895.54	4309.57	7723.75
Savings Account Balance	15666.92	15,665.37	15,663.83	522,947.59	522,929.26	522,906.43	22892.73	22870.31	22845.38	15975.52
Balance of CD Holdings	41845.71	41,404.15	40,364.66	532,193.61	531,641.46	531,099.66	30565.42	30041.20	30000.00	30624.06
Total Assets from Asset Statement	\$65,629.43	\$63,037.12	\$61,083.28	\$61,005.00	\$58,336.53	\$59,962.47	\$61,122.26	\$59,807.05	\$57,154.95	\$54,323.33
Started accepting credit cards via PayPal in 2021. Cost to SDASFAA \$28.63.										
2020 Spring Conference cancelled Decentralized Conference cancelled										

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.

VI. Old Business

- a. 2022 Spring Conference Carissa Koerner

Ready to go live with registration, will send the email out in the coming week. Hotel has been available for a while. Fun games have been planned – Hayli DeJong is presenting the credential on Campus Based aid. We will have two virtual trainings, 1 from NASFAA and 1 from the federal trainer. Becca Dobry will be in attendance for most of the conference.

There are 6 confirmed vendors and possibly 2 additional vendors coming. Have reached out to the SDBOR to ask for them to provide an update and have not had any success hearing back.

- b. SDASFAA Strategic Plan 2022-2025..... Board Discussion

Last year the board got into groups and worked through and updated the strategic plan. Carissa will get this added to the website and noted she has it labeled from 2022-2026 (4 years).

Major Additions/Changes of Note:

Training – Offer Zoom events in addition to our spring and fall training.

Volunteer – Scholarship for summer institute, providing some financial incentives.

Once this is posted to our website, Amber will send out an email to the listserv making them aware.

- c. 2022 Committees/Committee Structure..... Amber Brockel

Nothing to share currently. Amber is working on getting all the committees assigned.

Training committee has had one meeting already. Hoping to have one late summer training via Zoom.

Spring Conference Committee: Amber Chair and Kristy Vice Chair

Fall Committee: Sydney/Morgan Co-Chairs

Membership & Records Committee: Kristy O’Kief Chair

Communication & Website Committee: Tracey Buisker Chair

Review Committee: Cathy Mueller Chair

Recognition Committee: Carissa Koerner Chair

Should we start transitioning our committees go from Spring Conference to Spring Conference versus calendar year?

VII. New Business

- a. Update Policy and Procedures Manual Board Discussion

Last updated in 2017 by Becky Pribyl. It is currently 20 pages long. Amber thought we could split into groups and take sections to review and update. Will have each committee work on their part to update. Amber and Carissa are willing to help the committees that have Chairs that were not a part of these discussions this past year.

Would like to come back together at the summer board meeting and review changes and updates that the committees made and review it as a big group.

- b. Scholarship for Summer Institute (SI) Board Discussion

Plan to cover the full registration fee. The recipient would only be responsible for the travel expenses. Plan would be to offer one scholarship. The Training Committee is willing to take this on and review the applications and make the selection. Carissa can ask other states to see how they handle their application process. Plan to offer one for this year. Goal would be able to promote it at the spring conference and have a deadline for end of April/early May to have enough time to make a decision. Karrie mentioned that the cost is higher for non-RMASFAA members. They would be expected to pay the difference if they are not a RMASFAA member.

Amber suggested that there be another meeting to discuss the application, so it is ready for the spring conference.

- c. RMASFAA FAIR Grant Proposal..... Amber Brockel

Financial Aid Innovation Resource Grant – To award grant funding to state institutions for financial aid innovation. Would SDASFAA be interested in this? Carissa made comment we have a hard enough time getting people to volunteer for our own committees. Will we get people who want to do it?

Will bring it to the spring conference and see if anyone has interest in a project like this.

VIII. Committee Activity from Liaisons

- a. RecognitionCarissa Koerner

Nothing to report to date. Will be sending out an email to solicit nominations. We also have RMASFAA awards to hand out as well. Planning to start asking for nominations for next year. Need two members at large, treasure and president elect.

- b. Record/Website Kristy O’Kief

Updating the website with spring conference registrations. Updating committee information as well.

- c. Review Cathy Mueller

Nothing to report.

- d. MembershipAmber Brockel

Had one new membership request with Inceptia which was approved. Sent over a few member updates to Kristi to update the website.

IX. Announcements

- a. RMASFAA Winter Board Meeting: March 2-3, 2022, in Omaha, NE
- b. SDASFAA Spring Conference: April 19-21, 2022, at Rushmore Hotel, Rapid City, SD
- c. SDASFAA Spring Board Meeting: April 19, 2022 (in conjunction with SDASFAA Spring Conference)
- d. RMASFAA Summer Institute: June 12-16, 2022, at Wichita State University, Wichita, KS
- e. RMASFAA Conference: October 9-12, 2022, in Salt Lake City, UT

X. Adjourn

Motion to adjourn was made by Kristy and Carissa second. Motion carried – meeting adjourned at Approved 11:17am Central Time.

President's Report – Amber Brockel

SDASFAA Executive Council Meeting

February 18, 2022

In January we had a request for new membership from Inceptia, which was approved by the Executive Board. The Board also approved the SDASFAA budget for the 2022 year. Thank you to Carissa and the rest of the Board for assisting me in drafting the budget-I really appreciate all of your input!

I have been working on committee assignments for the 2022 year. So far, we have most of the committees filled. We still need a few volunteers for the Communications and Website and Membership and Records Committees. I will be sending out more emails in the next couple of weeks soliciting some volunteers from our members that have not already volunteered to serve on a committee for this year. Thank you to all those members who have generously volunteered their time to SDASFAA-you are appreciated!

I am serving on the Spring 2022 Conference Program Committee and we are busy finalizing the program for this event. So far, we have some really good sessions and activities planned, so hopefully we will see many of our members in Rapid City in April! I am also serving on the Spring 2023 Conference Committee this year and we will begin planning for that very soon.

The RMASFAA Winter Board Meeting is scheduled for March 2, 2022, in Omaha, NE. I am working on getting conference chairs lined up for the 2024 RMASFAA Conference that will be held here in our great state!

Thank you for allowing me to serve as your SDASFAA President for 2022. I look forward to another great year!

Past President Report - Carissa Koerner

SDASFAA Executive Council Meeting

February 18, 2022

As past-president, my current duties are to chair the 2022 Spring Conference committee and the Recognition committee. I have also taken on the role of chair for the Training committee for 2022.

2022 SDASFAA Spring Conference

The Spring Conference Committee is busy planning the 2022 conference, which will be held April 19th – 21st at the Rushmore Hotel in Rapid City. I am very excited about the sessions we have planned, including a Diversity session on unconscious bias, a Mental Health session, NASFAA credential, updates from NASFAA and RMASFAA, and many panels with time for discussions, sharing best practices, and networking. Our theme is “Solving the Mysteries of Financial Aid” and we have several games/activities planned including an optional Escape Room.

Recognition Committee

I will be seeking nominations for two SDASFAA awards: the Douglas Steckler Professional Development Award and the Outstanding Service Award. Additionally, I will be presenting years-of-service awards for SDASFAA members and honoring several members who received RMASFAA awards last October.

Training Committee

We had our first Training Committee meeting via Zoom in early February. The training sessions for the upcoming spring conference were discussed and finalized. We also discussed our goals for the year, including hosting a Zoom training session for SDASFAA sometime in June/July.

I look forward to serving SDASFAA as Past President for 2022 and working with all of you on the board!

President-Elect Report – Kristy O’Kief

SDASFAA Executive Council Meeting

February 18, 2022

I do not have much to report. I am looking forward to having a full year as president elect since the first time in this role, I had to jump to the President role early.

As per the policies and procedures, some of my duties as President-elect are:

- Leadership conference: I am not attending the Leadership Conference in D.C.
- I will be the RMASFAA state-delegate elect but depending on if travel is needed; may request to have an institutional board member appointed to go as my proxy.
- I will conduct a cursory review of the Treasurer’s books and report finding to the EC at the fall meeting
- Assist the recognition committee with the slate of candidates
- Serve as Vice Chair of High School Counselor workshop committee

I am also serving as Co-Chair of the Committee of Record and Web Site and serving on the membership committee.