



**SDASFAA ANNUAL BUSINESS MEETING AGENDA**  
Wednesday, April 20, 2022 – 12:30 PM Mountain Time

**2022 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

**2022 Committee Chairs**

Training Committee ..... Carissa Koerner (USF)      Membership & Records Committee.....Kristy O’Kief (WDT)  
2022 Spring Conference Committee.....Amber Brockel (PC)      Communications & Website Committee .....Tracey Buisker (SDSU)  
Recognition Committee ..... Carissa Koerner (USF)      Review Committee..... Cathy Mueller (MYF)  
Fall Training Committee.....Sydney Chapman (SDSU  
and Morgan Stadler (NSU)

**I. Call Meeting to Order**

President Amber Brockel called the meeting to order at 12:32 PM Mountain time. 10 of the 16 institutional members were present in person. Quorum was established (Ken Kocer, Mary Alexander, Micah Hansen, Marlene Seeklander, Sharon Martin, Karrie Morgan, Amber Brockel, Val Solano (proxy for David Martin), Hayli DeJong (proxy for Beth Vollan) and Stephanie Jones).

**II. Approval of Agenda**

No additions were made to the agenda. Stephanie (NAU) motioned to approve, and Hayli (SDSU) seconded. Motion carried.

**III. Approval of April 13, 2021 Annual Business Meeting Minutes**

No corrections to the minutes. Marlene (LATC) motioned to approve, and Sharon (WDTI) seconded.

**IV. Officer Reports**

a. Past President ..... Carissa Koerner

Two exciting years as president. Planning for the spring conference and leading the new training committee and working with recognition committee for tonight’s awards banquet. A new 5 year strategic plan. There is a new committee structure. See attached.

b. President-Elect .....Kristy O’Kief

Happy to be nominated as president-elect and Chair of the Membership & Records Committee. When sending in your new employees please include their start date in the industry. Committee member of the Communications & Website Committee. Have updated committee information and responsibilities on the website. See attached.

c. President .....Amber Brockel

Executive council met 4 times. Put together our strategic plan. Celebrated our 50<sup>th</sup> anniversary. Started talking about restructuring the committees. SDASFAA hosted the High School Counselor WS across the state. Thank you to all the volunteers. See attached.

d. Treasurer ..... Carrie Jordanger

Spring conference was limited as attendance was down due to the pandemic. High School Counselor WS is very lucrative for our organization. Spring Conference was a little more expensive because of the location. RMAFSA Conference only had one attendee this past year. In 2021 we started accepting PayPal. Miscellaneous Income of \$1 from PayPal.

Assets – CD has provided some income this past year. Total assets on the year are \$65,629.43.

Historical – yearly income is holding steady except for year 2020 (pandemic).

2022 – Spring conference registration was good, but will have some late registration money coming in. The committee names have been updated to reflect the new committee structure. We have already purchased the Summer Institute registration, so that we could get it at the early bird rate. Assets – a small amount of interest in our savings. The board is considering investing more in CDs because of the low return on investment from the savings account.

<b>SDASFAA</b>		
Balance Sheet		
January 1, 2021 - December 31, 2021		
<b>BEGINNING BALANCE</b>		
Checking		<u>5,967.60</u>
<b>INCOME</b>		
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	
<b>TOTAL INCOME</b>		<u>13,127.37</u>
<b>EXPENSES</b>		
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	
RMAFSA Board Meeting	0.00	
RMAFSA 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	
<b>TOTAL EXPENSES</b>		<u>10,978.17</u>
<b>TOTAL TRANSFERS</b>		<u>0.00</u>
Savings	0.00	
CD's		
<b>ENDING BALANCE -- Checking</b>		<u>\$8,116.80</u>

**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	
	<hr/>
Ending Balance	<b>\$ 15,666.92</b>
<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	
	<hr/>
Ending Balance	<b>\$ 15,819.57</b>
<small>(renewed 4/30/2019, matures 3/31/2024, 59 months, 2.66%)</small>	

**CD ending 4018 - US Bank 17 Month**

Beginning Balance	\$25,999.06
Interest Income	\$ 27.08
Transfer from savings	
	<hr/>
Ending Balance	<b>\$ 26,026.14</b>
<small>(renewed 12/8/2020, matures 11/06/2021, 11 months, .10%) 11/8/2021 Renewed CD at .15% for 17 Months</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 17 Month CD ending 4018	\$ 26,026.14
	<hr/>
<b>Total Available Assets</b>	<b><u>\$ 65,629.43</u></b>

	2021	2020	2019	2018	2017	2016	2015	2014	2013	2012	2011	2010	2009	2008	2007	2006	2005
<b>Income:</b>	\$13,127.37	\$4,140.00	\$14,728.00	\$14,556.00	\$14,691.80	\$13,737.75	\$14,455.00	\$15,627.50	\$16,405.00	\$17,970.00	\$15,745.90	\$18,290.54	\$18,038.45	\$25,046.13	\$28,326.70	\$30,563.07	\$18,550.50
Membership Dues Income	2616.67	2700	2775	2700.00	2625.00	2500.00	2625.00	2500.00	2325.00	2775.00	3075.00	3075.00	3375.00	4275.00	3525.00	3375.00	3675.00
Sponsorship Income	3200	0	3623	2950.00	3000.00	3250.00	4050.00	4050.00	4550.00	4550.00	3400.00	4250.00	9150.00	13375.00	16225.00	15150.00	8851.00
Spring Conference Income	3129.7	40	3670	4046.00	4476.80	4697.32	3855.00	3972.50	3955.00	4495.00	3640.00	3427.02	3312.95	4410.00	3039.17	3320.00	0.00
Decentralized Training Income	1350	0	1500	1350.00	1260.00	0.00	1400.00	1480.00	1650.00	1100.00	1600.00	2140.00	0.00	0.00	0.00	0.00	0.00
Support Staff Workshop Income	0	0	0	0.00	0.00	0.00	0.00	0.00	225.00	1145.00	361.00	0.00	0.00	0.00	0.00	147.50	815.00
Interest Income	0	0	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.52	0.54	0.50	1.23	6.09	8.81	4.50
Miscellaneous Income	1	0	0	0.00	0.00	0.43	0.00	0.00	300.00	0.00	144.38	1711.88	0.00	186.00	0.00	0.00	0.00
High School Counselor Workshop Income	2830	1400	3160	3510.00	3330.00	3540.00	3025.00	3575.00	3400.00	3905.00	3525.00	3010.00	2200.00	2310.00	3085.00	2150.00	3705.00
EAC Leadership Development School Income	0	0	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1500.00	1500.00	0.00
College Goal Sundry Income	0	0	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	488.90	945.44	4811.76	0.00
<b>Expenses:</b>	\$10,978.17	\$3,227.19	\$15,537.01	\$12,458.01	\$16,882.37	\$15,445.48	\$13,686.43	\$13,041.53	\$13,819.18	\$16,188.96	\$13,538.00	\$11,166.63	\$15,921.56	\$18,269.76	\$19,638.16	\$22,210.11	\$22,400.71
Printing and Copying Expense	0	0	0	0.00	0	0	0.00	0.00	27.95	0.00	0.00	25.00	79.95	0.00	0.00	0.00	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	2695.19	2458.71	3883.45	2438.59	1920.21	1236.53	1246.98
Spring Conference Expense	7324.89	133.81	4472.42	3267.42	6375.80	7124.48	4793.02	5827.25	4489.35	6206.72	2957.00	3479.97	5508.12	6652.28	6421.54	4735.58	6202.53
Decentralized Training Expense	1156.85	0	1008.27	1044.72	823.71	308.55	145.13	728.48	922.44	697.69	651.92	646.19	0.00	100.00	487.32	677.04	453.95
Support Staff Workshop Expense	0	0	0	0.00	0.00	0.00	0.00	0.00	909.28	1632.83	1034.97	984.48	1369.11	789.50	683.55	1117.87	878.09
RMASFAA Conference Expense	1081.6	50	3714.99	3273.48	3004.98	2241.79	2894.26	2036.89	1688.27	63.60	1830.46	1480.91	1254.68	1795.12	3146.08	2399.10	1514.00
RMASFAA Board Meeting Expense	0	0	0	0.00	0.00	0.00	0.00	0.00	0.00	742.88	0.00	103.82	284.98	222.68	342.28	1360.41	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	1686.12	250.00	1462.88	2917.19	1109.12	1202.96	2910.07
NASFAA Conference Travel Expense	0	0	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1894.56
General Postage Expense	0	55	0	0.00	49.00	0.00	0.00	0.00	45.00	0.00	44.00	4.90	0.00	82.14	41.00	39.32	37.00
High School Counselor Workshop Expense	0	0	0	207.10	206.51	1968.15	2327.10	963.92	1395.54	1647.89	963.60	1040.11	1430.95	1488.31	1679.62	2153.94	3159.91
Miscellaneous Expense	10	402.95	44.05	33.65	20.00	63.64	28.17	244.15	19.95	289.50	98.40	30.00	381.00	598.73	29.21	56.37	87.27
Memorials Expense	50	0	0	100.00	50.00	150.00	100.00	100.00	100.00	50.00	200.00	150.00	50.00	0.00	200.00	100.00	50.00
EAC Leadership Development School Expense	0	0	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1800.00	1900.00	500.00
Activities Committees Expense	927.91	267.18	623.62	475.95	552.38	492.32	386.20	434.96	596.36	787.56	633.46	636.36	391.50	634.36	793.80	1578.44	2087.94
College Goal Sundry Expense	0	0	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	487.56	1104.03	4652.68	0.00
<b>Assets:</b>	\$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	\$52,322.54	\$49,694.30	\$42,293.17	\$39,707.70	\$32,425.72	\$23,513.34	\$14,885.37
Checking Account Balance	8116.8	5967.60	5054.79	55863.80	53765.81	55956.38	7664.11	6895.54	4309.57	7723.75	5942.71	8913.47	5066.93	3950.04	21173.67	12486.13	4133.17
Savings Account Balance	15666.92	15665.37	15663.83	52947.59	52929.96	52906.43	22870.31	22870.31	22845.38	15975.52	15968.55	10959.49	8446.61	7435.02	1425.02	1422.83	1421.24
Balance of CD Holdings	41845.71	41404.15	40364.66	52193.61	53164.16	53109.66	30655.42	30041.20	30000.00	30624.06	30411.28	29821.34	28775.63	28322.64	9827.03	9604.38	9430.96
<b>Total Assets from Asset Statement</b>	\$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	\$52,322.54	\$49,694.30	\$42,293.17	\$39,707.70	\$32,425.72	\$23,513.34	\$14,885.37
Started																	
Spring																	
Confere																	
nce																	
cards via																	
PayPal in																	
cancelle																	
d																	
2021																	
Cost to																	
Decentra																	
SDASFA																	
A																	
\$28.63																	

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.

**SDASFAA**  
Balance Sheet  
January 1, 2022 - April 11, 2022

**BEGINNING BALANCE**

Checking		<b>8,116.80</b>
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**INCOME**

Membership Dues	2,765.10	
Sponsorship Income	3,969.66	
Workshop Income	2,824.44	
Spring Conference	2,824.44	
Fall Training	0.00	
High School Counselor Workshop	0.00	
Miscellaneous Income	0.00	

<b>TOTAL INCOME</b>		<b>9,559.20</b>
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**EXPENSES**

Workshops		500.00
Spring Conference	500.00	
Fall Training	0.00	
High School Counselor Workshop	0.00	
Executive Board		0.00
Travel		0.00
NASFAA Leadership Conference	0.00	
RNASFAA Board Meeting	0.00	
RNASFAA 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 Committee	0.00	
General Postage		0.00
General Printing		0.00
Memorials		0.00
Miscellaneous Expenses		10.00

<b>TOTAL EXPENSES</b>		<b>1,210.00</b>
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<b>TOTAL TRANSFERS</b>		<b>0.00</b>
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Savings		0.00
CD's		

<b>ENDING BALANCE -- Checking</b>		<b>\$16,466.00</b>
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**SDASFAA  
Asset Statement**

January 1, 2022 - April 11, 2022

**Savings -- Balance Sheet**

Beginning Balance	\$ 15,666.92
Interest Income	\$ 0.38
Transferred from CD to savings	
Transferred to new CD	
	<hr/>
Ending Balance	<b>\$ 15,667.30</b>
<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	<b>\$ 15,819.57</b>
<small>(renewed 4/30/2019, matures 3/31/2024, 59 months, 2.66%)</small>	

**CD ending 4018 - US Bank 17 Month**

Beginning Balance	\$26,026.14
Interest Income	\$ 12.95
Transfer from savings	
	<hr/>
Ending Balance	<b>\$ 26,039.09</b>
<small>(renewed 12/8/2021, matures 4/8/2023, 17 months, .15%)</small>	

**Balance Sheet Summary**

Checking Account	\$ 16,466.00
Savings Account	\$ 15,667.30
CD - US Bank- 59 Months CD ending 3037	\$ 15,819.57
CD - US Bank 17 Month CD ending 4018	\$ 26,039.09
	<hr/>
<b>Total Available Assets</b>	<b>\$ 73,991.96</b>

**V. Old Business - 2021 Committee Reports**

- a. High School Counselor Workshop Committee ..... Carissa Koerner

SDASFAA partners with the Council on College Admissions in SD to provide workshops and financial aid updates to High School counselors each fall. We were able to move back to an in-person format this year, with 6 workshops held in Aberdeen, Mitchell, Pierre, Waterown, Rapid City, and Sioux Falls, from September 8<sup>th</sup> to the 16<sup>th</sup>.

Thank-you to all the committee members and presenters who assisted this past year: Amber Brockel, Becky Pribyl, Julie Forman, Marlene Seeklander, Sharon Martin, Liz Augustine, Morgan Huber, Micah Hansen, and Cathy Mueller.

- b. Spring Conference Committee ..... Carissa Koerner

As my second year chairing the conference committee, I again have to say that I could not have done this without my fellow committee members: Amber Brockel, Hayli De Jong, Kristy O’Kief, Sharon Martin, Carin Carstens, and Brenda Wipf.

We 40 total registrations this year with 9 sponsors. The credentialing topic was presented by Hayli De Jong. Other training sessions included a NASFAA update, RMAFAA update, and Fed Training. Sessions were given on diversity, mental-health, and team building, as well as several panels and round-tables.

Thanks to everyone who was able to attend, thanks to our sponsors, and thanks again to my committee!

- c. Recognition Committee ..... Erin Richards

At the spring 2021 conference, thirteen SDASFAA members were recognized with years-of-service plaques, ranging from 10 to 40 years of service. The SDASFAA Douglas Steckler Professional Development Award was presented to Melissa Simpson. The SDASFAA Outstanding Service Award was presented to Carrie Jordanger.

The SDASFAA election was held in November. The following candidates were elected:

President-Elect

Kristy O’Kief, Western Dakota Technical College

Secretary

Tracey Buisker, South Dakota State University

Institutional Member-At-Large

Karrie Morgan, University of Sioux Falls

Laura Reed, Dakota State University

- d. Review Committee ..... Tracey Buisker

Members of the Review Committee in 2021 were Tracey Buisker, Marlene Seeklander and Cathy Mueller. We met the one time on 3/31/21. We reviewed all 2020 documents, Income & Expense Ledger, Historical data, and bank statements. There were no significant findings, just a summing error which was corrected quickly by the Treasurer.

- e. Committee of Record and Website .....Kristy O’Kief/Micah Hansen

SDASFAA Committee of Record and Website – April 2022 Business Meeting (2021 Highlights)

Kristy O’Kief, Co-Chair, WDT

Micah Hansen, Co-Chair, SETI

Carrie Jordanger, LATI

SDASFAA is still using the following products:

- GoDaddy: Domain (sdasfaa.org) and the SSL certification (https)
- Google Groups for SDASFAA listserv
- Jotform (registration form)
- Web Hosting at Mapping Your Future

Other noteworthy, things that happen in 2021 (other than the continuing pandemic):

SDASFAA Recognitions at the Spring 2021 Conference:

Go to: <https://sdasfaa.org/awards.cfm>

SDAFSAA 2021 Events:

- Spring 2021 Conference – Sioux Fall and Zoom
- High School Counselors workshop (Sept 8-16)
  - Aberdeen, NSU
  - Watertown, LATC
  - Rapid City, WDTC
  - Pierre, MacKay Building
  - Mitchell, MTC
  - Sioux Falls, STC
- Fall Decentralized Training – Chamberlain: November

f. Membership Committee .....Amber Brockel

2021 was a slower year for new membership requests for SDASFAA. We had several institutional members that left and several more new members that joined us as well. Thank you for your service to those members that left and a BIG WELCOME to our new members! A special thank you to Kristy O’Kief for helping us keep the membership spreadsheet up to date and to Morgan Stadler and Carrie Jordanger for their help in sending out annual membership renewal notices and reminders for 2021.

In March 2021, we learned that Cory Rabenberg retired from the National Guard and Nathan Julefs left the Recruiting and Retention BN, so his involvement with SDASFAA won’t be the same. Thank you to Cory and Nathan, and the National Guard for their service, support, and involvement with SDASFAA.

The start of 2022 has been busy with new member requests. The Board approved Inceptia and Ascent Funding as SDASFAA associate members-welcome!

Currently, SDASFAA has 18 Associate members, 3 Tribal members, and 16 Institutional members. A reminder to send any SDASFAA membership updates to Kristy O’Kief, Chair of the Membership and Records Committee for 2022, at [Kristy.OKief@wdt.edu](mailto:Kristy.OKief@wdt.edu).

Thank you to all our members- we appreciate you!

g. Fall Decentralized Training Committee ..... Mary Alexander/Sharon Martin


Fall Decentralized Training was held on November 9 and 10 at Arrowhead Resort in Chamberlain, SD. We had 29 participants and the NASFAA Credentialing was on PJ.



**VI. New Business**

- a. 2022 Budget Review .....Amber Brockel

Budget was approved in January of 2022. Association income and membership income. Not many expenses to date.

	2022 Actual (4/12/22)		2022 Proposed	
	Income	Expenses	Income	Expenses
Annual Sponsorships	\$3,969.66		\$3,400.00	
Annual Memberships	\$2,765.10			
Associate members			\$1,425.00	
Institutional members			\$1,350.00	
<b>General Operation</b>				
Recognition Committee		\$0.00		\$500.00
Review Committee		\$0.00		\$0.00
Communications & Web Committee		\$0.00		\$300.00
Professional Development Schols		\$700.00		\$1,100.00
Miscellaneous (memorials, postage, etc.)		\$10.00		\$200.00
<b>Conference and Workshops</b>				
Annual Conference	\$2,824.44	\$500.00	\$5,460.00	\$8,310.00
Decentralized Training			\$1,000.00	\$1,500.00
HS Counselor Workshop			\$2,500.00	\$0.00
<b>Travel</b>				
NASFAA Leadership				
	President Elect	\$0.00		\$0.00
	Treasurer	\$0.00		\$0.00
RMASFAA Conference				
	President	\$0.00		\$2,500.00
	President Elect	\$0.00		\$2,500.00
SDASFAA Board Meetings				
	February	\$0.00		\$0.00
	April	\$0.00		\$250.00
	July	\$0.00		\$0.00
	November	\$0.00		\$150.00
<b>Total</b>	<b>\$9,559.20</b>	<b>\$1,210.00</b>	<b>\$15,135.00</b>	<b>\$17,310.00</b>
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.				

- b. 2023 SDASFAA Spring Conference.....Amber Brockel

Dates are to be announced. Amber met with her committee last night. It should be around the same time frame as this year. They did put together an initial timeline.

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.

- c. 2024 RMASFAA Conference .....Amber Brockel

Will be in Sioux Falls. Amber has secured her co-chairs. Let Amber know if you would like to volunteer.

- d. SDASFAA Committee Changes .....Carissa Koerner/Amber Brockel

The committees have been restructured.

### **2022 SDASFAA Training Committee**

Chair – Carissa, past-president      Vice-chair – president or president-elect

- 1) Spring Conference
  - a. Responsible for credential training and one or two other training sessions
  - b. Contact and organize training from Fed, NASFAA, and RMASFAA
- 2) Prep HSCW materials and recruit presenters for each site
- 3) Decentralized Training
  - a. Responsible for credential training
- 4) Other training via Zoom
  - a. Support-staff training in the summer?
  - b. Other training topic in early fall?

### **2022-2023 Spring Conference Committee**

Chair – Amber Brockel, president      Vice-chair – Kristy O’Kief, president-elect

- 1) Choose location and theme for conference
- 2) Organize food, decorations, and entertainment
- 3) Solicit presenters and plan program

### **2022 Fall Training Committee**

Co-Chairs – 2<sup>nd</sup> year members at large – Sydney Chapman & Morgan Stadler

- 1) Facilitate location and theme

### **2022 SDASFAA Membership and Records Committee**

Chair – Kristy O’Kief, president-elect

- 1) Maintain membership list
- 2) Maintain historical records and documents
- 3) Make recommendations for changes to the constitution

### **2022 SDASFAA Communication and Website**

Chair – Secretary – Tracey Buisker (membership would include the webmaster)

- 1) Publish Quarterly newsletter
- 2) Monitor listserv

- 3) Host 1-2 Zoom meetings or round-tables
- 4) Maintain website and update calendar

**2022 SDASFAA Recognition Committee**

Chair – Carissa Koerner, past-president

- 1) Solicit nominations for annual awards and select winners
- 2) Solicit nominations for board openings and hold annual elections
- 3) Chaired by Past-President, other members: past past-president, and current president

**Board Members Duties:**

President

- 2023 Spring Conference Committee, chair
- Training Committee, vice-chair

Past-President

- Training Committee, Chair
- Recognition Committee, Chair
- 2022 Spring Conference Committee, chair

President-Elect

- Membership & Records, Chair
- 2023 Spring Conference, vice-chair

Treasurer

- No committee chair positions

Secretary

- Communications & Website, Chair and/or board liaison

Associate Member

- Review Committee, Chair and/or board liaison

Members at-large (2<sup>nd</sup> year)

- Decentralized Training, co-chairs

Members at-large (1<sup>st</sup> year)

- No specific committee positions

e. Summer Institute Scholarship .....Carissa Koerner/Amber Brockel

SDASFAA is offering a scholarship to attend summer institute. It will cover registration, housing and most of the food expense. The recipient of this scholarship would be asked to serve on the Training Committee the following year.

f. Other

No other business at this time.

**VII. Announcements**

- a. RMASFAA Summer Institute: June 12-16, 2022, at Wichita State University, Wichita, KS
- b. RMASFAA Conference: October 9-12, 2022, in Salt Lake City, UT
- c. SDASFAA Fall Training TBA

**VIII. Adjourn**

Motion to adjourn was made by Hayli (SDSU) and seconded by Stephanie (NAU). Motion carried – meeting adjourned at 1:14PM MT.

**Past President Report - Carissa Koerner**

SDASFAA Annual Business Meeting

April 20, 2022

It has been two exciting (not always good exciting) years as SDASFAA president, and I am thankful to step into the role of past-president. Thanks to Amber and Kristy for taking up their new positions on the board.

My time this year, so far, has been centered around planning and preparing for spring conference. In addition to chairing the conference committee, I am also chairing the newly formed Training Committee, which has been assisting the conference committee. Besides that, I have worked with Erin and Amber on the recognition committee to prepare the awards for tonight's banquet.

Despite some rough patches – including a pandemic – I am very thankful for the time I've had serving SDASFAA and being able to influence how the association is run. At our last board meeting, we were able to finalize the new 5-year Strategic plan for SDASFAA including a revamping of the committee structure, which I am very excited about. I would encourage everyone to consider serving on the board at some point and getting involved in the workings of SDASFAA. Thank-you for supporting me as President and now Past-President. I hope everyone has a great year!

**President-Elect Report – Kristy O’Kief**

SDASFAA Annual Business Meeting

April 20, 2022

As President-Elect, my duties are as follows:

Chair of the Membership & Records Committee – I have made some modifications to the membership spreadsheet to better gather information on members, specifically years of service. The goal is to send out a request at least 3 times a year to the voting members for updates on their organization to review the Membership tab, email group, Years of service and College Presidents.

Committee Member of Communication and Website Committee, I have updated the Committee document for the website to show the committees and to provide a description of the duties of each committee and who the current committee members are. I have also set up the 2022 Spring conference webpage and registration.

**President Report – Amber Brockel**

SDASFAA Annual Business Meeting

April 20, 2022

During 2021, the SDASFAA executive council met four times. In January last year, the Executive Council approved the budget for 2021. The winter board meeting was held in February, and we discussed the planning of spring 2022 conference and the Fall Decentralized conference as well as preparing a strategic plan for SDASFAA for the 2022-2025 years. We held our annual Spring Conference in Sioux Falls, SD-the first in person conference held since Covid. It was really good to see everyone in person and be able to celebrate SDASFAA's 50<sup>th</sup> anniversary, although a year late. The summer board meeting was held via Zoom in July and we discussed changing the SDASFAA committee structure to better accommodate the needs of the organization and its members. Keeping in line with the 4 committees required by the Constitution, it was proposed to change the committees to the following: Training, Spring Conference, Fall Conference, Membership and Records, Communications and Website, Recognition and Review committees. SDASFAA hosted the High School Counselor's workshop in the fall and visited several high schools across the state to educate high school counselors on FAFSA completion and other important FAFSA updates. Thank you to everyone that that volunteered their time to make this annual workshop happen. We held our Fall board meeting in conjunction with the Fall Decentralized training in Chamberlain, SD. We finalized the proposed committee changes and discussed a budget proposal for 2022.

For 2022, the Executive Council approved the budget in January. The winter board meeting was held in February via Zoom and we finalized the strategic plan for 2022-2025. We also discussed necessary updates to the policy and procedure manual, the SDASFAA scholarship for Summer Institute and the RMASFAA FAIR Grant initiative. Volunteer committees have been filled for the 2022 year-thank you to all those who have volunteered-SDASFAA could not function without the help of our volunteers. We held our Spring Board meeting on Tuesday morning in conjunction with the 2022 Spring Conference and discussed the upcoming training opportunities for 2022, the 2024 RMASFAA Conference, which will be held in South Dakota, and researching insurance liability for Executive Council members. I am currently serving as the SD delegate on the RMASFAA Board of Directors and attended the winter board meeting in Omaha, NE, in March. The RMASFAA FAIR Grant proposal was discussed as well as the state president swap, the upcoming RMASFAA Conference for 2022, and final planning for Summer Institute.

Thank you for allowing me the opportunity to be SDASFAA president for the 2022 year!