I. Call Meeting to Order
Kristy O’Kief called the meeting to order at 9:04am MT time.

II. Approval of Agenda and Consent Agenda
No additions were made to the agenda. Carissa motioned to approve, and Morgan seconded. Motion carried.
   a. Past President .......................................................................................................................... Carissa Koerner
   b. President-Elect .......................................................................................................................... Currently Vacant
   c. President ........................................................................................................................................... Kristy O’Kief

III. Approval of April 4, 2023 Executive Council Meeting Minutes
No additions to the previous meeting. Karrie motioned to approve April meeting minutes and Hayli seconded. Motion carried.

IV. Officer Reports
   a. Treasurer ...................................................................................................................................... Morgan Stadler

   At the spring conference, Becky noticed that the savings interest income seemed high. I looked into it and found that the interest income included money that was transferred from the checking account into the savings account, so I corrected the asset statement to reflect that. Please let me know if you would change how I accounted for that.

   Spring conference should be squared away. All payments have been received and refunds have been issued to those who did not attend. Our CD that matured this April has been renewed at 4.45%!
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.
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### SDASFAA

**Asset Statement**

*January 1, 2022 - December 31, 2022*

<table>
<thead>
<tr>
<th>Savings -- Balance Sheet</th>
</tr>
</thead>
<tbody>
<tr>
<td>Beginning Balance</td>
</tr>
<tr>
<td>Interest Income</td>
</tr>
<tr>
<td>Transferred from checks to savings</td>
</tr>
<tr>
<td>Transferred from CD to savings</td>
</tr>
<tr>
<td>Transferred to new CD</td>
</tr>
<tr>
<td><strong>Ending Balance</strong></td>
</tr>
<tr>
<td>(personal savings acct, no fees, 0.05% interest, $300 min. bal.)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>CD's -- Balance Sheet</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>CD ending 3037 - US Bank 59 Month</strong></td>
</tr>
<tr>
<td>Beginning Balance</td>
</tr>
<tr>
<td>Interest Income</td>
</tr>
<tr>
<td>Transferred to savings</td>
</tr>
<tr>
<td><strong>Ending Balance</strong></td>
</tr>
<tr>
<td>(renewed 4/30/2019, matures 3/31/2024, 59 months, 2.66%)</td>
</tr>
</tbody>
</table>

| **CD ending 4018 - US Bank 17 Month** |
| Beginning Balance     | $26,026.14 |
| Interest Income       | $39.07     |
| Transfer from savings |            |
| **Ending Balance**    | **$ 26,065.21** |
| (renewed 12/8/2021, matures 4/8/2023, 17 months, 1.5%) | |

**Balance Sheet Summary**

| Checking Account       | $ 5,380.19 |
| Savings Account        | $ 23,168.76 |
| CD - US Bank - 59 Months CD ending 3037 | $ 16,246.00 |
| CD - US Bank 17 Month CD ending 4018 | $ 26,065.21 |
| **Total Available Assets** | **$ 70,860.16** |
V. Old Business
a. 2023 Spring Conference ................................................................. Kristy O’Kief

VI. New Business
a. President Elect position.............................................................................................. Kristy O’Kief
   Stephanie resigned from her president-elect position. Not leaving her role in financial aid but is not able to fulfill
   her duties as president-elect. Hoping to find someone soon to fill the position.

b. Policies and Procedures-NASFAA Leadership Conference ........................................ Board Discussion
   Stephanie did attend the leadership conference do we need to add something to the policy and procedures
   about asking them to reimburse their trip expenses if they do not fulfill their obligations. Kristy is going to draft
   some language for consideration at the next board meeting.

c. Yearly Calendar and months that work best for Zoom Round Tables ................. Carissa Koerner
   Going to add to each committee that hosts training what months are open to them.

d. 2023 Fall Training................................................................. Karrie Morgan/Laura Reed
   To date they have finalized the dates for the conference.

e. 2024 Spring Conference ................................................................. Kristy O’Kief
   The contract has been signed, so the dates have been locked in. Will start meeting with her committee to start
   planning.

f. 2023 High School Counselor Workshops ........................................... Carissa Koerner
   Training committee meeting is planned for tomorrow. The dates have been selected for the workshops. Not a
   whole lot of training planned yet. Waiting for more information on the changes and what we want to train the
   counselors on.

VII. Committee Activity from Liaisons
a. Recognition ........................................................................ Carissa Koerner
   Going to start asking for nominations for board positions.

b. Membership/Records ........................................................................ Stephanie Jones
   Kristy is going to keep this going in Stephanie’s absence. Kristy is going to train some others on the website.

c. Review .............................................................................. Carin Carstens
   No updates at this time.

d. Communications/Website ................................................................ Tracey Buisker
   Sent out first newsletter and are starting to plan the next one. Our next meeting is next week.

e. Training .............................................................................. Carissa Koerner
   First round table is scheduled for next week.

f. Fall Training ........................................................................ Karrie Morgan/Laura Reed
   No updates at this time.

g. Spring Conference .................................................................... Kristy O’Kief
   No updates at this time beyond what was already discussed.

VIII. Announcements
a. See https://sdasfaa.org/events.cfm for Calendar of Events

IX. Adjourn

Motion to adjourn was made by Morgan and seconded by Hayli second. Motion carried – meeting adjourned at
9:43 AM MT.
**Past President Report – Carissa Koerner**  
SDASFAA Executive Council Meeting  
June 20, 2023

**2023 SDASFAA Spring Conference**  
AKA Snowpocalypse 2023. Despite mother nature’s best efforts, the spring conference went really well. Thanks to the conference committee and especially Kristy for all the hard work! Highlights included presentations from Angela Karlin (RMASFAA Past President) and FAFSA simplification updates from Cathy Mueller and Karen McCarthy.

**Awards**  
The 2023 Awards Banquet was held at the spring conference. I presented volunteer pins to all who served on a committee for 2022, and certificates to all the board members for 2022. Years of Service awards were presented to 8 members, Carissa Koerner and Kim Nida were the only two present. Special recognition for retirees was given to Carmen Neugebauer, Marlene Seeklander, and Ken Kocer. The Douglas Steckler Professional Development Award was given to Hailey DeJong and the Outstanding Achievement award was given to Carissa Koerner. Thanks to Kristy O’Kief for helping me to present the various awards.

**Election**  
I will be sending out a request for nominations for candidates to run for open positions on the 2024 SDASFAA Executive Council in late June. We are seeking to fill the positions of President-Elect, Secretary, and two Institutional Members-at-Large. Once candidates are chosen, we will hold the election later this summer.

**President Report- Kristy O’Kief**  
SDASFAA Executive Council Meeting  
June 20, 2023

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

**2023 Spring Conference:**
- Officially wrapped up with a little over 30 in attendance

**SDASFAA Constitution:**
The Voting Members approved the following changes to our Constitution which I have uploaded this to the website. I have saved the document that was previously on the website “Constitution-of-SDASFAA-updated-September-2013” in our Google Drive account.

1. **Article III - Section I –Institutional Members**
   a. Updated it’s to it
2. **Article III - Section III –Dues**
   a. Annual dues for institution and associate members shall be recommended by the Executive Council and approved by a majority of the institutional voting members. (recommend to add “voting”)
3. **Article V -Section V—The Treasurer**
   a. Recommend moving “Shall prepare an annual budget in consultation with Executive Council” to Section II - - President-Elect (see section II- The President-Elect)
4. **Article VIII – Standing Committees**
   a. Updated Committee of Records to Membership and Records Committee  
   b. Added Section V- Additional Committees
5. **Article IX Quorum**
   a. A majority of institutional voting members shall constitute a quorum at any regularly announced meeting of the Association.
   1. added “voting”

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2. Added wording about voting member being present or virtual.

SDASFAA Website updates:

- Password protected Membership spreadsheet
- Updated Calendar of Events
- Updated Awards from the 2023 Spring Conference
- On https://sdasfaa.org/history.cfm created a new section “Additional Resource Documents”
  - How to be a President
  - Fall Training procedures
- Reviewed other webpages and made updates as needed

2024 Spring Conference:

I reached out to both Holiday Inn City Centre and Hilton Garden Inns Sioux Falls and both provided a proposal. After reviewing each of these and getting feedback from my committee we determined that Holiday Inn was the best choice in terms of not being as expensive. The contract for Holiday Inn was presented to the board and approved. I signed the contract for the following dates: April 16-18. This has been added to the RMASFAA Calendar and to SDAFAA Website.