



SDASFAA EXECUTIVE COUNCIL MEETING AGENDA
Tuesday, November 14, 2023 – 10:00 AM Central Time
Arrowwood Resort, Oacoma, SD

Executive Council Members

Kristy O’Kief (WDTC).....President
Sydney Chapman (SDSU).....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 Jong (SDSU) and Sarah Selzler (NSU)..... Members at Large through 2024
Carin Carstens (ScholarNet)Associate Member at Large

2024 Board members invited to attend: Stephen Detlefs, BHSU; Kim Nida, SDSM&T; Elizabeth Augustine, SDSU

I. Call Meeting to Order

Meeting called to order - 10:06 CST

II. Approval of Agenda and Consent Agenda

Morgan motioned and Carissa seconded.

a. Past President..... Carissa Koerner

See Attached

b. President-Elect..... Sydney Chapman

See Attached

c. PresidentKristy O’Kief

See Attached

III. Approval of June 20, 2023 Executive Council Meeting Minutes

Tracey motioned to approve, and Karrie seconded.

IV. Officer Reports

a. TreasurerMorgan Stadler

Will be issuing 2 refunds and 3 have yet to pay. Have received the high school counselor check, and some discussion on whether we have received all the money for the high school counselor workshop. Carissa indicated that there 171 recipients, so we should be getting \$560 more.

Both CDs will mature next year. Will need to decide what we want to do. We may split one CD into two.

SDASFAA
 Financial Statement
 January 1, 2023 - November 9, 2023

BEGINNING BALANCE			
	Checking		5,380.19
INCOME			
	Membership Dues		2,775.00
	Sponsorship Income		4,000.00
	Workshop Income		8,980.00
	Spring Conference	4,380.00	
	Fall Training	1,740.00	
	High School Counselor Workshop	2,860.00	
	Miscellaneous Income		0.00
TOTAL INCOME			15,755.00
EXPENSES			
	Workshops		8,153.16
	Spring Conference	8,153.16	
	Fall Training	0.00	
	High School Counselor Workshop	0.00	
	Executive Board		365.50
	Travel		7,504.38
	NASFAA Leadership Conference	4,775.48	
	RMAASFAA Board Meeting	0.00	
	RMAASFAA Conference	2,728.90	
	Education Activities		1,333.22
	Review Committee	0.00	
	Membership and Records Committee	0.00	
	Training Committee	700.00	
	Recognition Committee	473.57	
	Communication and Website Committee	159.65	
	General Postage		63.00
	General Printing		37.00
	Memorials		53.71
	PayPal Expense		84.13
	Miscellaneous Expenses		20.00
TOTAL EXPENSES			17,614.10
TOTAL TRANSFERS			2,000.00
	Savings		2,000.00
	CD's		
ENDING BALANCE -- Checking			\$5,521.09

**SDASFAA
Asset Statement**

January 1, 2023-November 09, 2023

Savings -- Balance Sheet	
Beginning Balance	\$ 23,168.76
Interest Income	\$ 5.21
Transferred from checkings to savings	
Transferred from CD to savings	
Transferred to new CD	
Transferred from savings to checking	\$ (2,000.00)
Ending Balance	\$ 21,173.97
<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	\$ 437.93
Transferred to savings	
Ending Balance	\$16,683.93
<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	\$ 686.58
Transfer from savings	
Ending Balance	\$26,751.79
<small>(renewed 4/10/2023, matures 11/8/2024, 17 months, 4.45%)</small>	
Balance Sheet Summary	
Checking Account	\$ 5,521.09
Savings Account	\$ 21,173.97
CD - US Bank- 59 Months CD ending 3037	\$16,683.93
CD - US Bank 17 Month CD ending 4018	\$26,751.79
Total Available Assets	\$ 70,130.78


V. Old Business

a. P&P -reimbursement for Leadership ConferenceKristy O’Kief

Should we put something in writing that if they attend the Leadership Conference and do not serve on the board then should we ask for reimbursement.

b. 2023 Budget ReviewKristy O’Kief

The high school counselor income is not included in the actual yet - \$2800.

				
as of 10-17-2023				
Budget Items	2023 Actual		2023 Proposed	
	Income	Expenses	Income	Expenses
Annual Sponsorships	\$4,000.00		\$4,000.00	
Annual Memberships	\$2,775.00			
Associate members	\$1,350.00		\$1,425.00	
Institutional members	\$1,200.00		\$1,200.00	
Tribal Members	225		\$225.00	
General Operation				
Recognition Committee		\$473.57		\$500.00
Review Committee		\$0.00		\$0.00
Communications & Web Committee		\$159.65		\$500.00
Professional Development Scholships		\$700.00		\$1,100.00
Miscellaneous (memorials, postage, PayPal, etc.)		\$252.80		\$275.00
RMASFAA				
Conference and Workshops				
2023 Spring Conference	\$4,380.00	\$8,153.16	\$4,000.00	\$7,450.00
2023 Spring Conference-President’s expenses as nee	\$0.00	\$0.00	\$0.00	\$500.00
2023 Fall Training			\$1,500.00	\$1,500.00
HS Counselor Workshop			\$3,000.00	\$0.00
Travel				
NASFAA Leadership				
President Elect		\$2,386.94		\$2,500.00
Treasurer		\$2,388.54		\$2,500.00
RMASFAA Conference				
President		\$1,263.60		\$2,500.00
President Elect		\$1,465.30		\$2,500.00
SDASFAA Board Meetings				
February		\$0.00		\$0.00
April		\$365.50		\$750.00
July		\$0.00		\$0.00
November		\$0.00		\$150.00
Total	\$13,930.00	\$17,609.06	\$15,350.00	\$22,725.00
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. 2023 High School Counselor Workshop Carissa Koerner

High School Counselor Workshops – the HSCW were held September 7-14 this year. Thank-you to the following presenters:

Becky Pribyl
Liz Augustine
Kayla Bossly
Carrie Jordanger
Melinda Fedeler
Erin Richards
Stephanie Jones
Sharon Martin
Morgan Huber
Karrie Morgan
Emily Studenski

There were 171 attendees in total across the six locations and virtually. Overall, it went well. Had to make our own presentation because NASFAA didn't have one for this year with all the FAFSA changes.

With leadership changes is there anything in writing that states we will get \$20 per attendee. Carissa will reach out to Shelley to get something in writing regarding this reimbursement.

- d. 2023 Fall Training.....Karrie Morgan/Laura Reed

32 attendees registered for the conference. Added a breakfast this year as part of the conference.

- e. 2024 RMASFAA Conference Carin Carstens

Met a couple of times this past year, showed us a couple of flyers they have prepared to advertise for the 2024 conference. Will be asking SDASFAA members to join some committees to help with the conference. Trying to book speakers now. Micah is working on a night to get everyone up to Mount Rushmore. The conference is scheduled for Oct 20 – Oct 23.

VI. New Business

- a. Election Results..... Carissa Koerner

The election for the 2024 SDASFAA Board was held in August this year. Ballots were sent via Microsoft forms to all voting members. The following candidates were voted into office:

Institutional Member-At-Large

Elizabeth Augustine, South Dakota State University
Stephen Detlefs, Black Hills State

Secretary

Kim Nida, South Dakota Mines

President-Elect

Tracey Buisker, SDSU

- b. P&P update-travel reimbursementKristy O’Kief

Wanting to change the travel reimbursement policy to use the state rate and not the federal rate moving forward. Kristy is going to review RMASFAAs language and rewrite SDASFAAs language.

- c. SNHU potential memberKristy O’Kief

Carissa had this discussion at RMASFAA, and they would consider them an associate member. The discussion was going back and forth whether or not they should be an associate or institutional member. If we do get an application, we would consider them an associate and can revisit the conversation at a later time.

- d. 2024 Budget Proposal..... Sydney Chapman

It was suggested that we increase our income for the 2024 spring conference. Since it is in Sioux Falls, we generally get a higher attendance. Will increase that projected income to \$6,600 (55 attendees at @120 apiece). We will also have associate sponsorship as well.

Do we want to consider allowing associate members to come to our fall training? Sofi had expressed interest in attending our fall training. There was a general interest in allowing associate members to attend our fall training as well. Membership committee will review the current guidelines and provide some updates to our President-Elect to bring to the board.



as of 10-27-2023				
Budget Items	2024 Actual		2024 Proposed	
	Income	Expenses	Income	Expenses
Annual Sponsorships			\$4,000.00	
Annual Memberships				
Associate members			\$1,200.00	
Institutional members			\$1,125.00	
Tribal Members			\$225.00	
General Operation				
Recognition Committee				\$500.00
Review Committee				\$0.00
Communications & Web Committee				\$500.00
Professional Development Scholarships				\$1,100.00
Miscellaneous (memorials, postage, PayPal, etc.)				\$275.00
Conference and Workshops				
2024 Spring Conference			\$4,500.00	\$9,000.00
2024 Fall Training			\$0.00	\$0.00
HS Counselor Workshop			\$3,000.00	\$0.00
Travel				
NASFAA Leadership				
President Elect				\$2,800.00
President				\$2,800.00
RNASFAA Conference				
President				\$1,500.00
President Elect				\$1,500.00
SDASFAA Board Meetings				
February				\$0.00
April				\$750.00
July				\$0.00
November				\$0.00
Total	\$0.00	\$0.00	\$14,050.00	\$20,725.00
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.				

e. 2024 RNASFAA State Swap SDASFAA rep needed Sydney Chapman

We will be sending someone to Salt Lake City, Utah – April 9 & 10. This person would go early and attend their board meeting ahead of time. They ask that you present or sit on their panel. All costs are covered by SDASFAA or RNASFAA.

f. 2024 RNASFAA Treasurer Sydney Chapman

RNASFAA would like to support the states more. They are offering help to our treasurer if we would like it. Morgan could not think of anything at this time.

VII. Other Committee Activity from Liaisons

- a. Recognition Carissa Koerner

As you are aware, Stephanie Jones had contacted Kristy and myself back in June that she would not be able to fulfill her commitment to the SDASFAA Board as president-elect. After reaching out to the voting members of SDASFAA, Sydney Chapman came forward and offered to take on the position. We are so thankful to Sydney for her willingness to serve on the SDASFAA board.

- a. Membership/RecordsKristy O’Kief

Created a welcome email to the new directors – BHSU, LATI and Mt. Marty. Discussed emailing to any new employees.

- b. Review Carin Carstens

Nothing to report.

- c. Communications/Website Tracey Buisker

Nothing to report.

- d. Training Carissa Koerner

For the Fall Training conference, our committee is providing 2 sessions and a panel on FAFSA Simplification. Following a survey that was sent out to the membership, we decided to not provide a NASFAA credential session for this conference, but instead to concentrate on FAFSA changes.

Starting to work on the Summer Institute scholarship application.

- e. 2023 Fall TrainingKarrie Morgan/Laura Reed

Nothing to report.

- f. 2024 Spring Conference.....Kristy O’Kief

Committee just finalized a theme for the conference. Committee is planning to meet at the fall training.

VIII. Announcements

- a. Upcoming events: <https://sdasfaa.org/events.cfm>

IX. Adjourn

Carissa motioned and Sarah seconded. Meeting adjourned at 11:34pm CST.

Past President Report - Carissa Koerner

Recognition Committee

As you are aware, Stephanie Jones had contacted Kristy and myself back in June that she would not be able to fulfill her commitment to the SDASFAA Board as president-elect. After reaching out to the voting members of SDASFAA, Sydney Chapman came forward and offered to take on the position. We are so thankful to Sydney for her willingness to serve on the SDASFAA board.

Election

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Stephen Detlefs, Black Hills State

Secretary

Kim Nida, South Dakota Mines

President-Elect

Tracey Buisker, SDSU

Thank-you to all who volunteered to serve. The ballot form has been deleted.

2023 RMASFAA Board Meeting

I attended the Fall RMASFAA Board meeting in Fort Collins, CO, October 7-8 as a proxy for Kristy O’Kief. Topics of discussion included a Slack channel for RMASFAA, changes to the Treasurer position, updates on next year’s conference and the 2025 conference in Kansas, and a few requests dealing with RMASFAA’s membership tiers.

SDASFAA Training Committee

High School Counselor Workshops – the HSCW were held September 7-14 this year. Thank-you to the following presenters:

Becky Pribyl
Liz Augustine
Kayla Bossly
Carrie Jordanger
Melinda Fedeler
Erin Richards
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Morgan Huber
Karrie Morgan
Emily Studenski

There were 171 attendees in total across the six locations and virtually.

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President Report – Kristy O’Kief

I want to say how much I have enjoyed serving as President the past year and ½ and I look forward next year serving as Past President. Thank you all for serving as board members.

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

President-Elect:

I provided Sydney with some documents to assist in making her transition to President and we met virtually to review the 2024 draft budget

RMASFAA October Board Meeting:

Carissa Koerner attended as proxy to October RMASFAA board meeting for me.

SDASFAA Website updates:

- Sent a request for review of the Membership spreadsheet and made updates as needed
- Updated Calendar of Events
- Update HSCW website
- Updated Fall Training website
- Reviewed other webpages and made updates as needed

Membership and Records Committee:

Committee worked on developing a Welcome email to our new Director of Financial Aid at LATC, MMC, and BSHU. I sent them the email on September 8th.

2024 Spring Conference:

I emailed the Spring Conference Committee on October 13th to put on their thinking caps for a theme for the conference and we may have nailed this down but will discuss this further along with breaking the committee into subgroups at the Fall training.

President Elect Report – Sydney Chapman

I am excited to be back on the board and represent SDASFAA over the next couple of years and am grateful for the opportunity to work with you all. I am catching up a bit having assumed my position late in the year and with this being my first meeting attended in 2023 but Kristy and Carissa have been gracious to assist me in getting up to speed with my responsibilities and I am ready and excited to jump in.

I attended the Fall 2023 RMASFAA board meeting and here are some items to note:

- State Swap for 2024 South Dakota will host Montana and a representative from our Association is assigned to attend Utah conference being held 4/8 and 4/9 in Salt Lake City.
- Justin will represent RMASFAA at our SDASFAA Spring 2024 Conference
- Are we interested in receiving assistance from RMASFAA Treasurers for our SDASFAA Treasurers.
- RMASFAA Conference 2024 will be hosted by South Dakota – in Rapid City!

Kristy and I met in October and discussed the 2024 budget. I have updated and provided my proposed budget.

We will be highlighting volunteer opportunities with the attendees of the Fall Training and I will send out an electronic volunteer form at the conclusion of the training to collect volunteers and begin to assemble committees for 2024.

Thank you all for your support and for your dedication to SDASFAA.
Sydney