



SDASFAA EXECUTIVE COUNCIL MEETING AGENDA
Tuesday, April 16, 2024 – 10pm Central Time
Conference Call

Executive Council Members

Sydney Chapman (SDSU) President
Tracey Buisker (SDSU) President-Elect
Kristy O’Kief (WDTC) Past President
Kim Nida (SDSMT) Secretary
Morgan Stadler (NSU)..... Treasurer
Hayli De Jong (SDSU) and Sarah Selzler (NSU)..... Members at Large through 2024
Stephen Detlefs (BHSU) and Elizabeth Augustine (SDSU) Members at Large through 2025
Carin Carstens (ScholarNet) Associate Member at Large

I. Call Meeting to Order

President Sydney Chapman called the meeting to order at 10:02am CT. All members were present, with Hayli De Jong and Elizabeth Augustine joining remotely.

II. Approval of Agenda and Consent Agenda

No additions/changes to the agendas. Kristy O’Kief motioned to approve and second by Tracey Buisker. Motion carried.

- a. Past-President Kristy O’Kief
- b. President-Elect Tracey Buisker
- c. President Sydney Chapman

III. Approval of March 7, 2024 Executive Council Meeting Minutes

Sarah Selzler motioned to approve and second by Stephen Detlefs. Motion carried.

IV. Officer Report

- a. Treasurer Morgan Stadler
Membership dues were discussed as PNC (with Carin’s help) & Mt Marty are being contacted. Decision to talk to Carisa about ending zoom since everyone has it or TEAMS at the school level. Discussion on Venmo vs PayPal (no fee) but decided PayPal wouldn’t work for credit car use. Tracey will look into this a bit more.

SDASFAA
 Financial Statement
 January 1, 2024 - April 11, 2024

BEGINNING BALANCE			
	Checking		3,552.58
INCOME			
	Membership Dues		2,400.00
	Sponsorship Income		3,200.00
	Workshop Income		3,000.00
	Spring Conference	3,000.00	
	Fall Training	0.00	
	High School Counselor Workshop	0.00	
	Miscellaneous Income		0.00
TOTAL INCOME			8,600.00
EXPENSES			
	Workshops		500.00
	Spring Conference	500.00	
	Fall Training	0.00	
	Executive Board		0.00
	Travel		3,013.56
	NASFAA Leadership Conference	3,013.56	
	RMAFSA Board Meeting	0.00	
	RMAFSA Conference	0.00	
	Education Activities		969.82
	Membership and Records Committee	0.00	
	Training Committee	800.00	
	Recognition Committee	0.00	
	Communication and Website Committee	169.82	
	PayPal Expense		71.04
	Miscellaneous Expenses		0.00
TOTAL EXPENSES			4,554.42
TOTAL TRANSFERS			0.00
	Savings		0.00
	CD's		
ENDING BALANCE -- Checking			\$7,598.16

SDASFAA
Asset Statement

January 1, 2024-April 11, 2024

Savings -- Balance Sheet	
Beginning Balance	\$ 21,176.68
Interest Income	\$ 2.63
Transferred from checkings to savings	
Transferred from CD to savings	
Transferred to new CD	
Transferred from savings to checking	\$ -
Ending Balance	\$ 21,179.31
<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	\$16,683.93
Interest Income	\$ 413.26
Transferred to savings	
Ending Balance	\$17,097.19
<small>(renewed 3/31/2024, 7 months at 4.55%; Matures October 31,2024)</small>	
<u>CD ending 4018 - US Bank 17 Month</u>	
Beginning Balance	\$26,847.60
Interest Income	\$ 392.32
Transfer from savings	
Ending Balance	\$27,239.92
<small>(renewed 4/10/2023, matures 11/8/2024, 17 months, 4.45%)</small>	
Balance Sheet Summary	
Checking Account	\$ 7,598.16
Savings Account	\$ 21,179.31
CD - US Bank- 59 Months CD ending 3037	\$17,097.19
CD - US Bank 17 Month CD ending 4018	\$27,239.92
Total Available Assets	\$ 73,114.58

V. Old Business

- a. 2024 Spring Conference.....Kristy O’Kief
We have 7 sponsors-6 will be present, 1 info in folder.
- b. 2024 RMAFAA Conference update Carin Carstens
Still looking for keynote speaker – Carin, Micah, and Mary will be meeting during this conference, committees have been formed, but committee chairs need to be determined. Micah is still working on Sunday evening at Mt Rushmore; we have the president’s costumes for whole conference.
- c. 2025 Spring Conference Contract..... Sydney Chapman
Contract for 2025 due tomorrow (Wednesday, April 17). It is the same as 2024 except food cost is down, room charge is up. Dates are April 29 – May 1. Motion to approve by Stephen Detlefs, second by Tracey Buisker. Motion carried.
- d. CD UpdateMorgan Stadler
Renewed
- e. Account Set upMorgan Stadler
Tracey Buisker has been set up and Stephanie Jones removed. Will discuss at November meeting to make changes in the future.

VI. New Business - none

- a.

VII. Committee Activity from Liaisons

- a. Training CommitteeElizabeth Augustine
Sydney Berens was the winner of the SI scholarship.
- b. Communication/Website..... Kim Nida
SDASFAA.org has been updated. Thank you to Mapping Your Future & Kristy O’Kief.
- c. Membership and Records Tracey Buisker
Met in March and developed a letter to solicit new members. Plan on offering another option for sponsors for fall training. Tracey Buisker is taking over RMAFAA Instagram for our spring conference.
- d. Recognition.....Kristy O’Kief
The annual business meeting and awards ceremony will be held during lunch on Wednesday. Years of service, the Douglas Steckler and Outstanding Service selections will be announced, along with open positions on the board.
- e. Review Carin Carstens
Morgan Stadler & Carin Carstens met yesterday (Monday, April 15). Refunds for last year’s spring conference were decided by Carisa Koerner & Kristy O’Kief (co-chairs). Morgan Stadler is cleaning up-the spreadsheet for simplicity and consistency. Discussion to save money by not giving speaker gifts (already done at this conference), what else could be done for the other awards-years of service? Kristy O’Kief keeps track of years of service. Discuss at business meeting. Use teams instead of zoom. Is it cheap enough to use PayPal – what are fee? Carin suggested it would be good to have a former treasurer on this committee; maybe treasurer moves to review committee? Specify on committee list, no change to policy.

VIII. Announcements

- a. SDASFAA Spring Conference: April 16-18, 2024, Holiday Inn City Centre, Sioux Falls, SD
- b. RMAFAA Summer Institute: June 2-6, 2024, Wichita State University, Wichita, KS
- c. NASFAA 2024 Conference: June 16-19, 2024, Milwaukee, WI
- d. RMAFAA Conference: October 20-23, 2024, Rapid City, SD

IX. Adjourn

Motion by Kristy O’Kief, second by Morgan Stadler. Motion carried.

Past President Report

Kristy O’Kief

My current duties as past president is to chair the 2024 Spring Conference and the Recognition committee. I am a member on the Communications and Website Committee and the Membership and Records Committee.

SDASFAA 2024 Spring Conference Committee

The spring conference committee has worked hard to make this a successful conference. We have 40 registrants which considering the delays in ISIRs coming out, I think that is not to shabby. The following members are on this committee: Sydney Chapman, Sharon Martin, Carin Carstens, Hayli De Jong, Becky Pribyl, Stephen Detlefs, and Brenda Wipf.

Other things I have been working on:

Other things that I have worked on is getting to know the new SDASFAA website which uses WordPress. I would like to find at least one more person to assist with updating the website. If interested, please let me know.

President-Elect Report

Tracey Buisker

As president-elect, I had the opportunity to travel to Washington, D.C. in February and represent SDASFAA at the NASFAA Leadership & Legislative Conference & Expo. I participated in the Association Leadership Pathway, and the sessions were great! Topics included *Navigating Nonprofit Governance*, *Mastering the Art of Running Effective Board Meetings* and *Navigating Financial Management and Fiscal Responsibility in Associations* to name a few. At the end of the conference, I had the opportunity to participate in the Hill Visit to meet with staff from our Senators’ and Representative’s offices.

In addition, last week I traveled to Salt Lake City, UT to participate in the State Swap program provided by RMASFAA. While there I had the opportunity to attend their state conference, present on Federal Tax Information and attend their board meeting. It was a great conference and I enjoyed seeing how another state puts together their state conference.

Presidents Report

Sydney Chapman

Since our last meeting, I have been working with the 2024 Spring Conference committee to help plan the conference and we are looking forward to a great event. I have also been working on making decisions and getting a contract for the 2025 spring conference which we will review in the old business items. I have no other updates at this time.