



SDASFAA EXECUTIVE COUNCIL MEETING AGENDA
Thursday, March 7, 2024 – 12pm 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

Sydney Chapman called the meeting to order 12:03pm CT. All members were present except for the Secretary, Kim Nida.

II. Approval of Agenda and Consent Agenda

No changes to the agendas. Hayli DeJong motioned to approve and Kristi O’Kief seconded. Motion carried.

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

(see reports below)

III. Approval of November 14, 2023 Executive Council Meeting Minutes

Sarah Selzer motioned to approve and Morgan Stadler seconded. Motion carried.

IV. Officer Report

- a. Treasurer Morgan Stadler

Not many changes to the balance sheet. CD 3037 is maturing and will be discussed later in the meeting. CD 4018 has an interest of 4.45%. There are a couple of memberships ending-Discover and BND. Have also reached out to others that haven’t paid their dues yet. Have received some responses back already from those that haven’t paid yet.

SDASFAA
 Financial Statement
 January 1, 2024 - March 6, 2024

BEGINNING BALANCE			
	Checking		3,552.58
INCOME			
	Membership Dues	1,950.00	
	Sponsorship Income	2,700.00	
	Workshop Income		0.00
	Spring Conference	0.00	
	Fall Training	0.00	
	High School Counselor Workshop	0.00	
	Miscellaneous Income		0.00
TOTAL INCOME			4,650.00
EXPENSES			
	Workshops		500.00
	Spring Conference	500.00	
	Fall Training	0.00	
	High School Counselor Workshop	0.00	
	Executive Board		0.00
	Travel		3,013.56
	NASFAA Leadership Conference	3,013.56	
	RMASFAA Board Meeting	0.00	
	RMASFAA Conference	0.00	
	Education Activities		169.82
	Review Committee	0.00	
	Membership and Records Committee	0.00	
	Training Committee	0.00	
	Recognition Committee	0.00	
	Communication and Website Committee	169.82	
	General Postage		0.00
	General Printing		0.00
	Memorials		0.00
	PayPal Expense		52.17
	Miscellaneous Expenses		0.00
TOTAL EXPENSES			3,735.55
TOTAL TRANSFERS			0.00
	Savings		0.00
	CD's		
ENDING BALANCE -- Checking			\$4,467.03

SDA

financial aid delivery system or application process. SDASFAA's goal is to assist those seeking assistance through all Title IV regulations.

SDASFAA
Asset Statement

January 1, 2024-March 6, 2024

Savings -- Balance Sheet		
Beginning Balance		\$ 21,176.68
Interest Income		\$ -
Transferred from checkings to savings		
Transferred from CD to savings		
Transferred to new CD		
Transferred from savings to checking		\$ -
Ending Balance		\$ 21,176.68
<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		\$ -
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		\$26,847.60
Interest Income		\$ 198.77
Transfer from savings		
Ending Balance		\$27,046.37
<small>(renewed 4/10/2023, matures 11/8/2024, 17 months, 4.45%)</small>		
Balance Sheet Summary		
Checking Account		\$ 4,467.03
Savings Account		\$ 21,176.68
CD - US Bank- 59 Months CD ending 3037		\$16,683.93
CD - US Bank 17 Month CD ending 4018		\$27,046.37
Total Available Assets		\$ 69,374.01

V. Old Business

- a. Policies and Procedure – Travel Reimbursement.....Kristy O’Kief

Update reimbursement expenses policies, specifically mileage, air travel, rental vehicles, ground transportation, lodging expenses and meals. All members agreed with the changes.

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

Currently have 14 registered for the conference. The committee is hard at work preparing.

- c. 2024 RMASFAA Conference update Carin Carstens

Attended the RMASFAA Board meeting last week. Starting to look for a keynote speaker. Micah is working on renting buses so that we can take all attendees up to Mt. Rushmore one night of the RMASFAA Conference. Requested to use the mascots of the presidents at the conference. Will need volunteers to wear them though. Will be sending information asking for volunteers. A little behind schedule, but nothing to stress about yet.

VI. New Business

- a. 2025 Spring Conference locationSydney Chapman/Board Discussion

Would like to have it the conference in Sioux Falls. Four different options were reviewed, 3 in Sioux Falls and 1 in Spearfish. Sydney will be checking to see what other fees would be associated with each hotel.

Carin brought up not having the spring conference when we are hosting RMASFAA or working with another state to host our state conference with. Most were interested in the Club House Hotel, possibly April 8-10.

- b. SDASFAA Mentorship Program Sydney Chapman

Sydney would like to start a membership program. Less scheduled than Leadership Pipeline through RMASFAA. Hopefully creating relationships and connections to get more people involved with SDASFAA.

Kristy thought it would be good to bring it up at the spring business meeting and ask membership for input. Is this something they would be interested in?

Overall, there is interest in the program and will be brought up again.

- c. CFAA Training.....Sydney Chapman

RMASFAA would charge \$150 to receive the CFAA training and take the exam. Trying to explore when they would have it. Can we tie it to another event?

- d. CDs maturing.....Morgan Stadler/Board Discussion

Morgan shared with us options for another CD. Do we want to split it into two CDs? The consensus was to not split up right now. The group decided to select the 9-month CD at 5%.

- e. Bank Account Set UpMorgan Stadler

Ran into some issues with changing names on the account. Stephanie Jones is still on the account and needs to be removed being she vacated her position and Sydney Chapman replaced. Since Sydney has not been added at this point we would like to add Tracey Buisker, president elect, instead of Sydney. The bank suggested opening a new account, a business account. Having issues getting names removed and added. We would like to avoid setting up a new account. Morgan is going to do some more research and we will review at the spring conference.

VII. Committee Activity from Liaisons

- a. Training CommitteeElizabeth Augustine

The committee came up with some specific messaging with the CCASD, College Admissions in South Dakota.

The board reviewed the statement and was good with the messaging.

Summer Institute Scholarship application is available to complete and needs to be submitted by 3/15/24 and the committee will meet to decide on 3/18/24.

Spring conference will have the Professional Judgement Credential presented. Becky was reaching out to NASFAA to see if they could provide us with a couple of presentations.

- b. Communication/Website..... Kim Nida

Kristi is the webmaster. The first newsletter went out last month. Mapping Your Future hosts our website and they are changing platforms, so our website will be changing.

- c. Review Carin Carstens

Updates are in the attached report. Based on the discussion our Treasurer will join the committee to go through the items they had questions on and possible changes that need to be added.

- d. Membership/Records Tracey Buisker

Nothing to report currently. We are meeting tomorrow.

VIII. Announcements

- a. SDASF AA Spring Conference: April 16-18, 2024, Holiday Inn City Centre, Sioux Falls, SD
- b. SDASF AA Spring Board Meeting: April 16, 2024 (in conjunction with SDASF AA Spring Conference)
- c. RMA SF AA Summer Institute: June 2-6, 2024, Wichita State University, Wichita, KS
- d. NASFAA 2023 Conference: June 16-19, 2024, Milwaukee, WI
- e. RMA SF AA Conference: October 20-23, 2024, Rapid City, SD

IX. Adjourn

Motion to adjourn was made by Kristy O’Kief and seconded by Tracey Buisker second. Motion carried – meeting adjourned at 2:07 PM CT.

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. I am also finishing up my recommendation for update to the Policies and Procedures manual regarding the travel reimbursement polices as discussed at the November 14, 2023 board meeting. I used some language from the RMASFAA travel reimbursement policy (see below information in red on the recommendations).

SDASFAA 2024 Spring Conference Committee

The spring conference committee has been hard at work getting things ready for the conference at the Holiday Inn-City Centre in Sioux Falls. The following members are on this committee: Sydney Chapman, Sharon Martin, Carin Carstens, Hayli De Jong, Becky Pribyl, Stephen Detlefs, and Brenda Wipf. We have met several times since the November board meeting. I have been mainly working with the site and updating website.

Recognition Committee

For this committee, I have emailed out to the SDASFAA group a request for nomination for the Douglas Steckler Professional Development Award and the Outstanding Service Award. I plan to do another reach out in the next few weeks. In conjunction with my other two committees, I have emailed out to voting members a request for updates to the membership spreadsheet which will help as I identify years of service awards. I will present these awards at the Spring Conference Business meeting and Awards Ceremony lunch.

President Report – Sydney Chapman

Thank you all for serving on the SDASFAA Board! I am excited to begin my year as president but please bear with me as I figure everything out! Below are some updates I have:

- I am attending the RMASFAA Winter Board Meeting next week in Omaha, representing South Dakota.
- I am on the Spring conference committee helping plan a great conference for this coming April!
 - From RMASFAA, Justin Brown will be attending our spring conference as representation of the executive leadership and Montana will be attending for state swap. I will be getting more specific information at the upcoming meeting.
- Tracey will be attending the Utah State conference in April as part of the State Swap
- I have been blown away by the volunteerism this year! I had no issue filling and even exceeding minimums for most of our committees for 2024!
- I would like to discuss and work on the implementation of a simple mentorship program within SDASFAA in 2024

President Elect Report – Tracey Buisker

As president-elect, my current duties are to chair the Membership and Records committee. We are planning our first meeting in the next couple of weeks.

Also, I just attended the NASFAA Leadership & Legislative Conference & Expo. What a great experience! It was so nice to meet other financial aid professionals from across the United States. Every state association is so different, and it was very interesting to see how they operate. The highlight of the experience was participating in the Hill visits. It was very empowering to meet with congressional staff and navigate our State Capitol campus. An added bonus to my trip was getting to know Tirzah Knight. She is a great addition to SDASFAA.

Thank you to SDASFAA for allowing me to attend this conference!