



SDASFAA EXECUTIVE COUNCIL MEETING AGENDA
Friday, February 28, 2025 – 11am Central Time
Conference Call

Executive Council Members

Tracey Buisker (SDSU) President
Tirzah Knight (BHSU).....President-Elect
Sydney Chapman (SDSU) Past President
Kim Nida (SDSMT) Secretary
Morgan Stadler (NSU)..... Treasurer
Stephen Detlefs (BHSU) Members at Large through 2025
Mary Alexandar (DWU) and Mindy Haerer (NAU) Members at Large through 2026
Sara Edwards (Citizens Bank).....Associate Member at Large

I. Call Meeting to Order 11:01 CT

II. Approval of Agenda and Consent Agenda – motion to approve by Sydney, second by Kim – all aye

- a. Past President Sydney Chapman
- b. President-Elect Tirzah Knight
- c. President Tracey Buisker

Approval of November 25, 2024 Executive Council Meeting Minutes – correction from Mary has been fixed, Morgan made two suggestions 1) not donation-change to chose not to be reimbursed 2)add statement to fall training associate option 3) question from Tirzah on attendance at 11/25/24 board meeting – will send updated DRAFT and Tracey will call for vote once updates have been made – updates made to 11.25.24 minutes, sent to board via email for review and approval, motion by Stephen, second by Mary to approve updates minutes

III. Officer Report

- a. Treasurer Morgan Stadler
State swap is new – where should it be? Currently in miscellaneous. RMASFAA covers all but \$300 which is covered by SDASFAA. Discussion to move this to a line item in spring conference section.
Membership for ZuntaFi and KHEAA/KHESLC to be discussed/noted for that committee. If associate member on committee, Sara will help with communication. Sara will reach out to current associate members to check in.



Board Meeting Report

Report:

Treasurer

Submitted By:

Morgan Stadler

Meeting Date:

2/28/25

Updates/Activities Since Last Meeting:

- We've had one associate member quit their membership this year (ZuntaFi), but they mentioned they'd be open to rejoining for 2026 possibly. We may want to send note to the Records and Membership Committee so they can make note of this and reach out next year.
- As of 2/18/25, we are missing 4 Associate dues and 4 Institutional dues (one of which is from a new member). All have been contacted regarding this.
- We received the last payment for the final 3 attendees for the 24FA HS counselor workshop which you will see reflected on the 2025 financial statement.
- Both our CDs will be maturing before the next board meeting (3/31 & 4/8) so emails will be sent closer to those dates and we will have to communicate via email for renewal.
- There is a possible interested new member, but we are presently waiting on an application from them (KHEAA/KHESLC). We last had contact with them 2/12/25.
- Attached are the Financial & Asset Statements as of 2/18/25.

Items for Board Meeting Agenda:

Registration payments for Leadership Pipeline Mentees (yr 1 & yr 2).

SDASFAA
Financial Statement
January 1, 2025-February 18, 2025

BEGINNING BALANCE					
	Checking				3,810.47
INCOME					
	Membership Dues		1,875.00		
	Sponsorship Income		1,800.00		
	Workshop Income		60.00		
	Spring Conference	0.00			
	Fall Training	0.00			
	High School Counselor Workshop	60.00			
	Miscellaneous Income		0.00		
TOTAL INCOME					3,735.00
EXPENSES					
	Workshops		0.00		
	Spring Conference	0.00			
	Fall Training	0.00			
	Executive Board		0.00		
	Travel		725.00		
	NASFAA Leadership Conference	725.00			
	RMASFAA Board Meeting	0.00			
	RMASFAA Conference	0.00			
	Education Activities		0.00		
	Membership and Records Committee	0.00			
	Training Committee	0.00			
	Recognition Committee	0.00			
	Communication and Website Committee	0.00			
	PayPal Expense		15.90		
	Miscellaneous Expenses		0.00		
TOTAL EXPENSES					740.90
TOTAL TRANSFERS					0.00
	Savings		0.00		
	CD's				
ENDING BALANCE -- Checking					\$6,804.57

SDASFAA
Asset Statement

January 1, 2025-February 18, 2025

Savings -- Balance Sheet	
Beginning Balance	\$ 21,187.26
Interest Income	\$ -
Transferred from checkings to savings	
Transferred from CD to savings	
Transferred to new CD	
Transferred from savings to checking	\$ -
Ending Balance	\$ 21,187.26
(personal savings acct, no fees, 0.05% interest, \$300 min. bal.)	
CD's -- Balance Sheet	
<u>CD ending 3037 - US Bank 5 Month</u>	
Beginning Balance	\$ 17,674.80
Interest Income	\$ 58.94
Transferred to savings	
Ending Balance	\$ 17,733.74
(renewed 10/31/2024, 5 months at 4%; Matures March 31,2025)	
<u>CD ending 4018 - US Bank 5 Month</u>	
Beginning Balance	\$ 28,031.76
Interest Income	\$ 187.26
Transfer from savings	
Ending Balance	\$ 28,219.02
(renewed 11/8/2024, matures 4/8/2025, 5 months, 4%)	
Balance Sheet Summary	
Checking Account	\$ 6,804.57
Savings Account	\$ 21,187.26
CD - US Bank- 59 Months CD ending 3037	\$ 17,733.74
CD - US Bank 17 Month CD ending 4018	\$ 28,219.02
Total Available Assets	\$ 73,944.59

IV. Old Business

- a. State Swap..... Tracey Buisker
Tirzah will go to Minot for NDASFAA on April 9-11, 2025 - will present on FTI. Kelsey Walters (Lake Region State College) will attend SDASFAA and will participate in our SAP roundtable discussion.
- b. CFAA Training/RMASFAA Event..... Tracey Buisker
USF will host for no charge – thank you! Kelsey Walters will participate in this training, along with Vanessa Martineau and Susan Stephenson. Need 15 registrants to hold this event. If traveling from other states for this event, will only pay member rate for conference.

V. New Business

- a. Review Committee Sara Edwards
 - 1. Two Signatures for Reimbursements over \$2,000 – president currently signs (if for president, Morgan signs), include past president or president-elect (not the person requesting reimbursement) – this led to discussion on any payment over \$2,000 (i.e. payment for hotel) – Morgan will draft an update for board to review at spring conference meeting for all payments over \$2,000
 - 2. Leadership Pipeline Mentee Reimbursement – in P&P for president – SDASFAA pays for mentees registration fee for RMASFAA conferences, other expenses covered by school. How do those individuals know to submit for reimbursement? Tracey will put together verbiage for Section I for expense reimbursement and “how to be the SDASFAA president” document and Morgan will update treasurer document. Nothing noted for LP mentors.

VI. Committee Activity from Liaisons

- a. Training Committee Kim Nida
see report below
- b. Communication/Website Kim Nida
see report below
- c. Membership and Records Tirzah Knight
Kristy staying on committee, will follow up with associate members as listed in treasurer report
- d. 2025 Spring Conference..... Tracey Buisker
see report below - increasing cost incrementally through the years due to inflation
- e. 2025 Fall Training..... Stephen Detlefs
see report below - dates set – November 18 & 19, 2025 – Cedar Shore Resort in Oacoma
- f. Review Committee Sara Edwards
see report below - Leadership Pipeline reimbursement from the past or simply move forward? Discussion to reimburse moving forward only.

VII. Announcements

- a. Pre-Conference CFAA Training: April 28, Sioux Falls, SD
- b. SDASFAA Spring Conference: April 29 – May 2, 2025, Sioux Falls, SD
- c. RMASFAA Summer Institute: June 1 – 5, 2025
- d. NASFAA 2025 National Conference: June 24-27, 2025, Anaheim, CA
- e. RMASFAA 2025 Annual Conference: October 5-8, 2025, Wichita, KS
- f. SDASFAA Fall Training: November 18 & 19, 2025, Oacoma, SD

VIII. Adjourn – motion by Morgan, second by Tirzah – all aye – 11:48 am CT



Board Meeting Report

Report:

Past President

Submitted By:

Sydney Chapman

Meeting Date:

2/28/25

Updates/Activities Since Last Meeting:

I have no updates to share currently as I have been on leave since the last meeting. I am excited to be jumping back into spring conference planning and also plan to convene the recognition committee very soon. Thank you to Tracey and our amazing Spring Conference planning committee for keeping things rolling while I have been out!

Items for Board Meeting Agenda:

None



Board Meeting Report

Report:

Presidents Report

Submitted By:

Tracey Buisker

Meeting Date:

2/28/25

Updates/Activities Since Last Meeting:

It has been a busy first couple of months as president.

1. 2025 SDASFAA budget was finalized and approved.
2. 2025 Committees have been assigned. There was a few missing pieces from the procedure, so I will be updating the procedures to assign committee members.
3. I worked with Kristy O'Kief to get the website updated with the new board, committee members and spring conference.
4. Took the lead on the spring conference planning committee while Sydney Chapman was on leave.
5. Attended the RMASFAA Winter Board Meeting in Omaha. There was a lot of good discussion regarding the political climate and what it means for RMASFAA.
6. State swap has been finalized. Kelsey Walters will be attending from North Dakota.

Items for Board Meeting Agenda:

N/A



Board Meeting Report

Report:

Spring Conference Committee

Submitted By:

Tracey Buisker

Meeting Date:

2/28/2025

Updates/Activities Since Last Meeting:

Planning is in full force. The agenda is final. Registration will be going live on 2/28/25. We met with the hotel on 2/26/25 to start finalizing details. We have invited members of NDASFAA and NeASFAA to attend at the member rate.

Registration is also live for the CFAA course training that will be taking place the day before the conference starts. We will need 15 attendees to have the training. Please encourage all that are interested to get registered on RMASFAAs website.

Items for Board Meeting Agenda:

N/A



Board Meeting Report

Report:
President-Elect

Submitted By:
Tirzah Knight

Meeting Date:
February 28, 2025

Updates/Activities Since Last Meeting:

Items for Board Meeting Agenda:

(not for agenda but continued from above)

3. Other Duties

- *Conduct a cursory review of the Treasurer's books and present findings to the Executive Council during the fall board meeting.
- *Submit a proposed annual budget to the Executive Council at the fall meeting.
- *Assist the Recognition Committee in preparing the slate of candidates.
- *Serve as Chair of the Membership & Records Committee.
- *Serve as Vice Chair of the 2026 Spring Conference Planning Committee.



Board Meeting Report

Report:

Training Committee

Submitted By:

Kim Nida

Meeting Date:

2/28/25

Updates/Activities Since Last Meeting:

Selected SAP as the credentialing session for the spring conference - Stephanie Frank (SDSU) & Melinda Fedeler (DSU) will co-present using 2526 materials. There will be a supplemental SAP session round table style, with Stephen Detlefs (BHSU) available to do a NASFAA State Advocacy update if time allows.

DeeAnn Lawrence has agreed to present on financial aid resources for Native American college students for the DEI session.

Tiffany Gibbs will be presenting for NASFAA.

The Summer Institute scholarship application is available on the event/calendar page of the SDASFAA website. Closes March 15, winner will be announced at the spring conference.

Items for Board Meeting Agenda:

n/a



Board Meeting Report

Report:

communication & website
committee

Submitted By:

Kim Nida

Meeting Date:

2/28/25

Updates/Activities Since Last Meeting:

Most recent newsletter went out at the beginning of December.

Coordinated with the training committee to host a zoom session after the RMASFAA conference.

Added the Summer Institute scholarship to the event/calendar page on the SDASFAA website.

Beginning work on next newsletter.

Items for Board Meeting Agenda:

n/a



Board Meeting Report

Report:

Fall Training

Submitted By:

Stephen

Meeting Date:

02/28/2025

Updates/Activities Since Last Meeting:

Morgan joined as Co-Chair following the departure of Liz from SDSU.

Morgan and Myself met to discuss the Fall Training and discussed meeting with the rest of the committee at the Spring Conference.

We reviewed the Fall training procedures and found the group is currently ahead of schedule.

Items for Board Meeting Agenda:

None at this time



Board Meeting Report

Report:

Associate Member at Large

Submitted By:

Sara Edwards

Meeting Date:

February 28, 2025

Updates/Activities Since Last Meeting:

The Review Committee met on Wednesday February 12. Aside from a few grammatical/formatting errors and one number missing on the spring conference spreadsheet the committee found everything to be in order.

During the committee discussion, when viewing the historical spreadsheet comparing the different years, there was a question on the difference in the 2023 spring conference expense and the 2024 spring conference expense. The major difference was 2023 had a blizzard and members were refunded their registration fee (and a note added to the historical spreadsheet noting the blizzard), but it brought up a recommendation made by the committee (item 1 below).

Another item noted not as an error, but that was missing and may be an item lost in transition of members on the board. On the RMAFSFAA Conference tab, there was no conference payment for any members that were Mentees in the Leadership Pipeline (item 2 below).

Items for Board Meeting Agenda: