**Chapter Executive Committee ~ Meeting Agenda ~ March 5, 2025, ~ 12:15pm Soldiers & Sailors or Virtual**

1. Call to Order
	1. Amanda Jandt, Amanda Werre, Katie Lowe, Keith Senger, Brian Englund, Fabricio Rodriguez, Amanda Shoop, Cassandra Ryckman, Darcy McGuigan, Nicole DeSloover, Jessica Duval, Shenal Premarathna, Sarah Wellner
2. Review, addition to, adoption of agenda
	1. Fabricio motions to accept, Katie seconds. Motion carried.
3. Approval of Prior Meeting Minutes (Amanda S.)
	1. Fabricio motions to accept, Katie seconds. Motion carried.
4. Treasurer’s Report (Cassandra) – balance $13,797.37
	1. Revenues: $805
		1. Chapter Dues - $10
		2. PDC Registrations - $795
	2. Expenses: $4,999.24
		1. Webinar gift card for Scooter’s - $25
		2. PDC gift card Prizes & Matt’s movie theater gift card - $95
		3. PDC Swag (Bluetooth speaker, deck of cards, pens) - $4,879.24
	3. Other Note:
		1. High-yield Saving options
			1. Cassandra went to set up an account at U.S. Bank, and they changed the percentage and minimum balance.
			2. Other options for banks are Openbank, Forbright, etc. (see word document)
			3. Vote on a new location and what minimum balance we want to start with. We would set up an account similar to BankWest with 2 people on the account.
			4. Keith motions to go with Ally Bank and deposit $1,000 in the bank account. Fabricio seconds. Motion carried.
5. Old Business
	1. 2024-2025 Webinars
		1. Calendar invites start at 1 pm for the webinar and social hour begins at 12:30 pm.
			1. Becker Hanson Building – Room B17
				1. April 23 – Data Analytics/Fraud
				2. May 7 – Risk Management
			2. Matthew’s Training Center
				1. May 28 – Leadership
	2. 2024 – 2025 National Events:
		1. LEAD!2025 – Date: April 24-26, 2025, in Baltimore, MD
			1. Submitted form to national for Jessica to attend.
		2. PDT 2025 – Date: July 27-30, 2025, in Nashville, TN
			1. 2 CEC members are available for the hotel scholarship. Deadline is June 20th
	3. 2024 – 2025 SD Chapter Events:
		1. Lunch & Learns
			1. Q3: January to March
				1. Wednesday, March 12 from 12 – 1 pm @ Matthew’s Training Center
				2. 3 have signed up for this event
			2. Q4: April to June
6. Directors Reports
	1. ACE Reporting (Darcy)
		1. Final pulse check is due Thursday, May 1st
	2. Accountability (Sarah)
		1. Received feedback from national AGA on the revised CCR report. The scoring was sent via email to all board members.
		2. Requirements have changed
	3. Bylaws and Procedures (Katie)
	4. Certification (Lacey)
		1. Received CGFM Month Proclamation for March!
	5. Communications (Nicole)
		1. Get to know CEC Board Members Survey Word Document
			1. Sarah is next
	6. Community Service (Allysen)
	7. Early Careers (Shenal)
	8. Education (Brian)
	9. Membership (Fabricio)
		1. 3 new member join! – 1 from City of Pierre, 2 from DOR
	10. Programs & Technical (Jessica)
		1. Updated the website.
7. New Business:
	1. 2025 – 2026 CEC board positions.
		1. An email was sent out to every current board member asking if they would like to stay on the board, what position they are interested in, or if they have other plans.
		2. Start thinking of potential candidates of who could join our board.
			1. Anyone interested in being President – Elect?
8. 2025 PDC (April 1 & 2, 2025):
	1. Venue – Drifters
	2. Keep doors locked until 7:30 am
	3. Speakers (total $13,650):
		1. Billy Morehead (Internal Controls and Green Book & Ethics) - $1,500
			1. Booked April 1st @ 8:10 am & 1:10 pm
		2. Kurt Schlicker (Subrecipient Monitoring) - $5,000
			1. Booking for April 1st @ 10:10 am
		3. Mark Matteson (Freedom from Fear & Team and Trust Building) - $5,400
			1. Booked April 1st @ 3:10 pm & April 2nd @ 8:10 am
		4. Tommy Stevens (AI & Excel Pivot Tables & Formulas) - $1,750
			1. Book for April 2nd @ 10:10 am & 1:10 pm
			2. ~~What SD data do we want to share with Tommy? AJ sent an email with examples~~
		5. Chris Kalafatis & Randy Sherrod (Fraud) - Free
			1. Booked April 2nd @ 3:10 pm
		6. All speakers have travel & hotel booked and are ready to come!
		7. AJ asked for the speaker’s bio and any PowerPoint slides by March 19th. In the past, we sent out all presentation slides/handouts to registered attendees the week before. Would like to do the same thing and provide all information on our website.
	4. AGA Speaker Dinner
		1. Dinner is Tuesday, April 1st at 6 pm
			1. Location – Where would we like to go? Will notify speakers location and date after board meeting
				1. Drifter’s – closed on Tuesday
				2. Redrossa (We have ate here in the past)
				3. Other suggestions?
				4. 5:30 at RedRossa.
			2. Who can attend?
	5. Day of PDC
		1. Volunteer form: Is anyone interested in signing up to introduce speakers/handle CPE forms, and raffle booth day 2 during lunch break?
			1. There is a list of items that need to be done before PDC. Most items are gathered in one spot, but there are items that will need to be completed the week before PDC.
		2. As of 3/3, we’ve 51 attendees. The due date for registration forms is Tuesday, March 18th.
			1. AJ sent a reminder email on March 3rd.
	6. Swag (total $4,879.24):
		1. Bluetooth Speakers, a deck of cards, and pens have been ordered! All swag items will be delivered to S&S and will need to be put together for PDC.
		2. Plan to send out an email on March 19th to all registered attendees to let them know about our raffle prize. Will use the same email that was sent last year and update accordingly.
	7. Raffle Items:
		1. Bought ($380.37) All raffle items are downstairs in the basement cube. Katie has the key to the cashbox as it’s locked with the small items.
			1. Prize 1: Movie Night (Amazon Fire Stick, Heated Blanket, & $30 Netflix gift card)
			2. Prize 2: Backyard Social (Steal Fire Pit, Marshmallow roasting sticks, and yeti koozies)
			3. Prize 3: Camping Season (Coleman cooler, grill accessories, digital meat thermometer, and yeti koozies)
			4. Prize 4: Relaxation ($15 Amazon gift card and Amazon Kindle)
		2. Prices on raffle tickets:
			1. 1 for $2, 3 for $5, and 10 for $10
			2. Donations are going to Governor’s Grocery Program
	8. Next year's dates
		1. Do we want to reach out to Drifters to see availability for 2026 or wait till after PDC?
			1. Amanda Jandt will reach out for dates for next year.
	9. Anything else missing for PDC?
9. Other Items of Note:
	1. Upcoming Events:
		1. CGFM Lunch & Learn – Wednesday, March 12 @ 12 pm
		2. AGA PDC – Tuesday ,April 1st & Wednesday, April 2nd – 8 to 5 pm
10. Adjourn to next meeting, April 9th, 2025.
	1. Fabricio motions to adjourn. Brian Seconds. Motion carried.

Respectfully Submitted,

Amanda Shoop