

Chapter Executive Committee ~ Meeting Minutes ~ November 8, 2023, ~ 12:00pm Soldiers & Sailors or Virtual on Teams

1. Call to Order
 - a. Tiffany Ripperda, Amanda Jandt, Amanda Werre, Fabricio Rodriguez, Cassandra Ryckman, Darcy McGuigan, Lacey Walz, Nicole DeSloover, Sarah Wellner, Amanda Shoop
2. Review, addition to, adoption of agenda
 - a. Amanda W motions to approve, Darcy M seconds. Motion carried.
3. Approval of Prior Meeting Minutes (Amanda S.)
 - a. Amanda J motions to approve, Fabricio seconds. Motion carried.
4. Treasurer's Report (Jennifer) – balance \$27,147.88
 - a. Revenues:
 - i. \$270.00 Chapter Dues
 - b. Expenses:
 - i. \$3,783.38 Koozies for PDC Swag
 - ii. \$312.19 for PDC Raffle
 - iii. \$53.10 for CGFM Study Guide 1 for Study Group
 - c. Expenses to Vote on:
 - i. Storage Unit due 1/1/2024 - \$600.00
 1. Amanda W motions to renew, Amanda J seconds. Motion carried.
 - ii. PO Box also due in January
 1. Darcy motions to approve, Fabricio seconds. Motion carried.
5. Old Business
 - a. 2023-2024 Webinars
 - i. Matthew's Training Center Booked:
 1. December 13 – Risk Management
 - a. Amanda W motions to renew, Darcy seconds. Motion carried.
 2. February 7 – GASB Update
 3. May 22 – Leadership
 - b. 2023 – 2024 National Events:
 - i. Technology & Transformation Summit – November 16, 2023, in Washington D.C.
 - ii. National Leadership Training – February 28-29, 2024, in Washington D.C.
 - iii. LEAD! 2024 – Thursday, April 11 – Saturday, April 13 in Baltimore, MD
 - iv. 2024 PDT – July 14-17, 2024, in Denver at the Sheraton Denver Downtown Hotel
 - c. 2023 – 2024 SD Chapter Events:
 - i. Lunch & Learns
 1. Q2: October to December
 2. Q3: January to March
 - a. In March have a CGFM L&L

3. Q4: April to June
 - a. In May have Jason Lutz of BFM give an ERP update
- d. Chapter Audit
 - i. Matthew Fickbohm is currently working on audit. Has all items needed.
6. Directors Reports
 - a. ACE Reporting (AJ)
 - i. 1st Pulse Check done 10/31/23
 1. Submitted
 - ii. Next Pulse Check due 2/1/24
 - b. Accountability (Sarah)
 - i. Chapter CCR – Submitted & added to Website
 - ii. Next newsletter will be December
 - iii. Membership Survey go out in November
 1. 2 \$25 Amazon gift cards to giveaway
 2. If you complete the survey you get in a drawing for a \$25 gift card
 3. Amanda W motions to approve, Amanda J seconds. Motion carried.
 - c. Bylaws and Procedures (Fabricio)
 - i. Updated bylaws added to SD Chapter Website and marked as reviewed on Chapter Affiliation Requirements 11/7/2023
 - d. Certification (Lacey)
 - i. Area 3 CGFM Study Group started 11/6/2023
 - ii. Amanda Jandt is going to try and book Mathews Training Center for March L&L
 - e. Communications (Nicole)
 - i. Get to know CEC Social Media Posts:
 1. Fabricio & Amanda S – November (Send info to Nicole & Tiffany)
 2. Sarah – December
 - f. Community Service (Allysen)
 - i. PARS Holiday Feast Boxes
 - g. Early Careers (Cassandra)
 - i. Keith is handing out AGA information at Northern in the class he is teaching.
 - h. Education (Vacant)
 - i. Scholarship Posted to website and email sent 11/7/2023
 1. Academic courses only, or can an AGA member apply for this scholarship to assist with CGFM expenses?
 - a. Academic only.
 - i. Membership (Cody)
 - i. Fall Membership Challenge Update
 1. Whoever signs up and mentions someone told them to sign up will be put into a drawing for gift cards.
 - a. 2 for new members, 2 for old members (recruiters)
 - b. From now until Friday, February 2nd
 2. Approved unanimously.
 - j. Programs & Technical (Amanda W.)
7. New Business:

8. 2024 PDC (April 10 & 11)

a. Speakers:

- i. Kelly Paxton (Fraud/Ethics)
 - 1. Jo isn't available – Do we want Kelly again this year or skip this year?
 - 2. [Save for Jo next year](#)
- ii. Jo Erven (Fraud/Ethics)
 - 1. Not Available – Keep on list to contact for 2025 PDC
- iii. Elizabeth McDowell
 - 1. Fee: 2 CPE hrs \$2,500; 4 CPE hrs \$4,250
 - 2. Date Preference: Available Either Day
 - 3. Topics: Ethics and maybe risk assessment?
 - a. [Ethics](#)
 - b. [Beyond Spreadsheets](#)
 - c. [Risk Assessments](#)
 - 4. [Day 1 – Day 1](#)
- iv. Lisa Parker (GASB Update)
 - 1. Booked April 10th @ 8am
 - 2. Will only have to pay for travel. Cannot charge to speak.
 - 3. [Day 1](#)
- v. Lisa Schofield (Single Audit)
 - 1. DLA/BFM ACFR and Single Audit Panel
 - a. Lisa Schofield
 - b. Keith Senger
 - c. Rod Fortin
 - d. [Amanda Werre](#)
 - e. [Aly will moderate](#)
 - 2. [Day 2](#)
- vi. Leadership:
 - 1. John Meyer (Leadership)
 - a. Fee: \$3,500 (nothing for driving here but would have to include hotel if needs to stay the night)
 - b. Topic: Leadership & Building Great Teams. [Inspirational Speaker for Workshops, Retreats & Events in Sioux Falls & Beyond | John T. Meyer \(johntmeyer.com\)](#)
 - c. Available either day
 - 2. [End Day 1](#)
- vii. Dr. Brooke Stuart
 - 1. Fee: \$1,500
 - 2. Topic: Beyond Burnout
 - 3. Would prefer April 11th
 - 4. [Voting no.](#)
- viii. Other Speaker Options?
- ix. [Ethics on Day 2](#)



South Dakota
Chapter

- b. Swag:
 - i. Yeti Can Koozie – Received
 - c. Raffle Items:
 - i. Bought (Total Spent \$312.19):
 - 1. Kindle – Bought
 - 2. Wireless Headphones – Bought
 - 3. Ring Doorbell – Bought
 - ii. To Buy (Remaining \$187.81):
 - 1. Scheel's Gift Card – How much?
 - a. \$100
 - 2. Amazon Gift Card (to go with Kindle) – How much?
 - a. \$25
 - 3. Add something small with each one?
 - a. Tile with each gift – approved.
 - d. Need to update CPE certificates to follow South Dakota Board of Accountancy (Nicole Kasin)
 - i. Anyone have time to research? Accountancy.sd.gov
 - e. Discuss food – Menu sent in attachment on email
 - i. Wednesday, April 10
 - 1. Morning Break: Carmel rolls
 - 2. Lunch: Taco Bar
 - 3. Afternoon Break: Veggie tray?
 - 4. Social Hour: Popcorn, Pretzel Bites, Mexican Dips
 - ii. Thursday, April 11
 - 1. Morning Break: Yogurt Parfait
 - 2. Lunch: Sandwich and Soup
 - 3. Afternoon Break: Brownies, Cookies, Mini Cheesecakes Bites
 - f. What hotels?
9. Other Items of Note
- a. Upcoming Webinar:
 - i. Ethics – November 8 @ 1pm
 - ii. Treasurer's Quarterly Chat – November 9 @ 2pm
 - iii. Meetings & Events Townhall 11/14 @ 1pm
 - iv. Area 3 November Lunch & Learn – November 30 @ 12pm
 - v. Membership Townhall 12/12 @ 1pm
 - vi. Risk Management Webinar – December 13 @ 1pm @ Matthew's Training Center
10. Adjourn to next meeting, December 13, 2023 – Will be held at the Matthew's Training Center before the webinar
11. Amanda S motions to adjourn, Fabricio seconds. Motion carried.