



NEASFAA

Nebraska Association of Student Financial Aid Administrators

2022-2023 NeASFAA Board of Directors Meeting Agenda Virtual October 28, 2022

Board of Directors		Committee Chairs & Task Force Leaders	
President	Bailey Jorgensen	Association Governance	Justin Chase Brown
President-Elect	Traci Boeve	Corporate Development	Jeff Lackey
Past President	Justin Chase Brown	Finance and Audit	Wendy Cobb
Treasurer	Lisa Gdowski	Membership Connections	Delaney Vaccaro Bednar
Secretary	Erinn Brown	Nominations and Elections	Bailey Jorgensen
4-Year Public	Sheila Poirier	Professional Development & Recognition	Kristi Artz
2-Year Public	Erika Kampschnieder	State and Federal Relations/Historian	Ritchie Morrow
Private	Tom Ochsner	Website	Jodi Vanden Berge
Associate Sector	Mike Lubben	FAFSA Simplification	Stacy Seim
		Administrative Business	Sarah Standley

- I. **Call to order**
- II. **Approve Consent Agenda**
- III. **Approve Minutes**
- IV. **Association Business**
 - A. Tabled Business
 - i. SI Scholarship Timeline
 1. Vote on P&P language
 - ii. Teams Update
 - iii. Website Update - Demo
 - iv. Conference
 1. Survey to members
 - B. New Business
 - i. RMASFAA State Swap
 1. Vote on P&P language
 2. Vote on who to send
 3. Vote on Budget variance
 - ii. Ad hoc committee for conference rotation
- V. **Adjournment**

NeASFAA Board of Directors Meeting
Friday, October 28, 2022
via Zoom

Attendance:

Present: Bailey Jorgensen, Traci Boeve, Justin Brown, Lisa Gdowski, Erinn Brown, Sheila Pourier, Erika Kampschnieder, Tom Ochsner, Mike Lubben, Delaney Vaccaro Bednar, Kristi Artz, Jodi Vanden Berge, Stacy Seim, Sarah Standley

Not Present: Wendy Cobb, Ritchie Morrow, Jeff Lackey,

Call to order: Bailey called the meeting to order at 9:03 a.m.

Approval of Agenda: Motion to approve by Erika, second by Lisa. Discussion: none. Motion carried.

Approval of July 8th Minutes: Motion to approve by Tom, second by Traci. Discussion: none. Motion carried.

Business on the Table:

SI Scholarship Timeline: At the last meeting we discussed challenges with the SI Scholarship timeline. November is too early to open the application because the site is generally not selected yet. The timeline is in the P&P, Section 6.7 Summer Institute Scholarship, which states that applications for the intermediate/advanced track will be made available in September/October timeframe. It was suggested that it be more general to allow flexibility. There would still be two separate deadlines for the intermediate/advanced track and the beginner track, which would be listed on the application. Motion: Justin made a motion to update Section 6.7 Summer Institute Scholarship of the P&P to make the time frame for SI Scholarship more general. Mike seconded the motion. Discussion continued that if approved Association Governance will make the updates so that the updated P&P can be posted on the website. Traci added that a copy of the updated application is available for the Board to review. Motion carried.

Continuing the topic of P&P updates, Traci noted that she included in the President-elect report that a revision to Section 5.6.3 Nominations & Election Recommended Committee Composition is needed to update the number of sector representatives to four. It was suggested that Section 5.6.3 be updated to be more general, simply stating the elected sector representatives and not include the number. Justin made a motion to update Section 5.6.3 Nominations & Election Recommended Committee Composition of the P&P to remove the specified number of sector representatives and update to elected sector representatives. Erika seconds. Discussion: none. Motion carried.

Teams Update: A subcommittee met about using Teams for storage rather than SharePoint. The hope is that access and permissions would be simpler. Once the Board is set up as a "team" in Teams, all members would have access to the Board folders and wouldn't need to keep the permissions emails for each individual folder. We have \$480 in the Secretary budget for training from Dean Dorton (previously Breakpoint), who we pay for our licenses. Conversation about training included who should be invited and if we have a storage limit. The initial training with Breakpoint included the full board and it might be better to have a smaller team do training and get comfortable with the new structure before bringing it to the full board. We have 1TB of storage, which is sufficient. The board was encouraged to send comments and questions to Bailey.

Website Update – Demo: Jodi has worked with FES and shared a mock-up of what the new website could look like. There was discussion on using a banner image or a rotation of pictures. The rotation of pictures could include pictures of our member institutions. We would have the ability to have up to 3 headlines beneath the images and pull some articles to the front page. We could include a Welcome message and Resources. SOCS/FES use Payment Spring as a processor for credit card payments, which could be used for conference registrations and membership fees. Lisa asked about cost as she has researched options through US Bank. Lisa found that we could have a hosted payment page with dropdown options or take credit card payments over the phone through US Bank. The cost is \$15/month. We would need to look at flat rate pricing of 2.9% + \$0.30 per transaction or 3.5% + \$0.15 per transaction for hand entered payments. Since most transactions would be with college P Cards, NeASFAA would have to absorb the surcharges as they can't be passed on to the membership. Lisa asked to be included in the conversations with FES regarding Payment Spring. Jodi continued that the Membership Directory would be same as it is now, a table format not a data base. She also showed a site for a school that is using the platform. The next step, if we like the layout, will be to start working on moving content over. For the mock-up FES moved over the current Welcome to NeASFAA, About NeASFAA, and Events already. We will need to decide who will get training for updating the new website. Jodi will send out the link to the mock-up to the Board and requested feedback by November 4th and she will follow up on the cost for Payment Spring. The mock-up had the old NeASFAA logo. Erinn will send the file location of the new NeASFAA logo to Jodi to share with FES. Returning to the conversation of the main image, we would want to make sure Associate members are represented too. There was discussion on whether maintaining images of current members would become cumbersome, but the time commitment is unknown until we receive more training. Bailey said we may have access to some stock photos of NE that were purchased for RMASFAA. She also wanted to confirm that we would not lose any current content. Jodi believes that everything would be transferred to the new website unless we tell them not to move something. Jodi will check on options to archive things that may not need to be visible but should be retained for historical reasons.

Conference: Erika and Delaney worked on a survey to send to voting members to determine impact of location on Spring conference registration. We hope we get useful data from it as we typically avoid Lincoln/Omaha due to cost. Overall, the survey looked good, the Board proposed some slight changes such as adding dollar signs to indicate costs ranges with each location area, adding rankings, and ensuring it was an electronic survey. It was questioned if the survey should ask the geographical location of the respondent to get a sense of where they are from and if that impacted the results. After getting results about dates, we will still need to look at state conference dates for other RMASFAA states, if posted. The desire is to get the survey sent out so we can look at results at next meeting. A survey was done several years ago, and it will be interesting to see the comparison.

New Business:

RMASFAA State Swap: At the RMASFAA Board meeting, they approved the State Swap. The State Swap participant will be expected to present at the conference they attend to share knowledge. To align our P&P with this expectation we will need to vote on a couple of items. According to RMASFAA the expectation is that each state will waive the conference fee for the State Swap participant. Section 7.5 of our P&P states we only waive the conference fee for the RMASFAA President, NASFAA National Chair, NASFAA President, and speakers outside the Association and/or profession. The RMASFAA State Swap participant would be a speaker outside the Association, so would be covered, but it would be helpful to add it specifically. We also need to add the NeASFAA President, as that has been our practice. Motion: Justin made a motion that we update Section 7.5 Waiver of Conference Registration Fee of the P&P to include the NeASFAA President as that has been our practice and also include the RMASFAA

State Swap participant. Tom seconds. Discussion continued clarifying that the expectation from RMASFAA is that all the states had to agree unanimously, which they did, and agree to waive the conference fee. NeASFAA will be expected to contribute \$300 towards travel/hotel so we will also need to vote on a budget variance. RMASFAA will cover costs for the participant above the \$300. Motion carried.

As already discussed, NeASFAA will need to contribute \$300 towards travel fees. We need to determine where to account for this expense in the budget. One of the goals of the State Swap is to share ideas so most states would want to send their conference chair, incoming conference chair, or president-elect. It could go in the PDRC budget, since it is related to the conference, or under the President/President-elect. RMASFAA will bill each state \$300 after their conference, then use the funds to help with travel. Motion: Tom made a motion to add a budget variance of \$300 to the President/President-elect budget for 22-23 for the RMASFAA State Swap. Justin seconds. Discussion continued that Justin is clarifying the timing of the payment with RMASFAA. Motion carried.

Discussion continued again to who to send. It was suggested that it be at the NeASFAA President's discretion to offer it to who they think it should go to, that way it can change if needed and is more flexible. Who will go where will be discussed by the RMASFAA State Representatives. Bailey will get more information and report back.

Ad hoc committee for conference rotation: The discussion was tabled until the survey results are available. RMASFAA uses Helms Brisco to get the RFIs, works with hotels, and negotiating contracts so it doesn't fall on conference committee. It sounds like there's no charge to the association, but that Helms Brisco gets a cut from the hotel. This may be something to look into.

Additional discussion: On Wendy's report she mentioned the P&P references the NeASFAA laptop. Lisa has scrubbed it and gotten rid of it per the discussion at our last meeting. The laptop is mentioned in P&P Section 6.5 Electronic Equipment, so will need updated. It also says we have an inventory and we don't currently. An Inventory would be good. Justin knows of a mic/speaker and there may be some clickers. The Historian or Treasurer could keep the inventory log, possibly keep with budget.

Brenda Hicks is doing presentation on FAFSA simplification for NeASFAA Fall Training. NASFAA has released some case studies for review.

Adjournment: Motion to adjourn by Tom. Second by Justin. Meeting adjourned at 10:42 a.m.

Next Board Meeting:
January 2023
via Zoom

NeASFAA President Report
10/28/2022

Sharepoint/Teams

Met with Ritchie Morrow, Sarah Standley, and Traci Boeve to test some functionality of Teams. Will need to determine if training is needed. Might solve some access issues.

Proclamation

Governor Pete Ricketts proclaimed October 2022 as Financial Aid Awareness month. Ritchie Morrow, Daphne Hall, Regan Anson, and I represented NeASFAA and EducationQuest Foundation on October 3. Thank you to all who worked on the proclamation.

RMAFSAA

Attended RMAFSAA transitional and regular board meetings as well as the annual conference in Salt Lake City Utah, October 7-12. RMAFSAA officially approved state swap and NeASFAA will need a Policy and Procedure change and well as budget variance in order to participate.

Respectfully submitted,
Bailey Jorgensen

NeASFAA Board Meeting
October 28, 2022
President-Elect Report

Activites:

1. Assisted with the Audit on July 18, 2022 in Columbus. Also became a signer on the NeASFAA checking account.
2. Attended the virtual Website Task Force meetings to discuss new re-design of the website, as well as the new features. Jodi Vanden Berge has done an excellent job getting our working group together (includes Korri Risinger), and being the lead working with FES (website vendor).
3. Followed up with the Director of Financial Aid at Metro Community College to see if our SI Scholarship recipient 2022 was still working at Metro and if they or Metro should be reimbursed. Forwarded a completed expense reimbursement form with receipts to Lisa Gdowski requesting reimbursement.
4. Emailed SI Scholarship recipient, Sharlene Harrison Vazquez, to congratulate them on receiving the scholarship and to encourage their participation on a NeASFAA committee. Will follow up with them on more information about possible needs based on October board meeting.
5. Requesting 2 revisions in the P&P to the Association and Governance Committee:
 - 5.6.3 to change wording to 4 sector reps from 5 listed to reflect current committee structure
 - 6.7 SI applications for intermediate/advanced track and beginner track be made available in late winter/early spring to allow the committee some flexibility around when RMASFAA announces SI location and dates.
6. SI Scholarship application for 2023 is ready to be review by committee and uploaded to new website

Respectfully Submitted,

Traci Boeve-Hastings College
NeASFAA President-Elect

NeASFAA Scholarship Application

2023 RMASFAA Summer Institute



NeASFAA exists to promote professionalism, coordinate and network, train and develop, and influence legislation. In accordance with our mission and purpose, NeASFAA will provide up to two scholarships for the 2023 RMASFAA Summer Institute for the reimbursement of registration and travel expenses of up to **\$750** each. For information about RMASFAA Summer Institute, visit www.rmasfaa.org.

- Applications for intermediate/advanced financial aid professionals (3 or more years in the field) are due **February 1, 2023**.
- Applications for beginner financial aid professionals (less than 3 years in the field) are **due April 15, 2023**.

Please complete this form and submit to NeASFAA President-Elect and Chair of the Nominations and Elections Committee, Traci Boeve at tboeve@hastings.edu for consideration.

Name: _____ Institution: _____

Institution Type: _____ Current Position: _____

Phone: _____ Email: _____

How long have you worked in financial aid? Less than 3 years (beginner)
 More than 3 years (intermediate/advanced)

Have you ever attended RMASFAA Summer Institute? Yes No

Will your institution permit you to be out of the office for the week of Summer Institute? Yes No

Will your institution agree to cover expenses not covered by the scholarship, if applicable (e.g., RMASFAA dues)? Yes No N/A

Supervisor Authorization – Printed Name

Supervisor Signature

Applicant Signature

Date

Essay Prompt Response (250 to 500 words each)

Please answer the following questions **on a separate document**. Please limit each typed response to 250 to 500 words. Please make sure your name is on the separate document and submit with signed application to tboeve@hastings.edu.

1. Tell us about the experiences that have shaped you as a person and financial aid professional, such as your community, family, or other circumstances you have overcome; your leadership/service experiences; your career goals; examples of your commitment to help underserved communities; experiences you have had with diverse communities; and/or contributions to your institution or local community.
2. Why are you interested in attending RMASFAA’s Summer Institute and how will you benefit from Summer Institute? What do you anticipate you will gain personally and professionally and how will you utilize what you learn to benefit your institution and NeASFAA?

Note: If you are not able to attend RMASFAA SI, please notify Traci Boeve immediately (tboeve@hastings.edu).

Treasurer's Report
July 7, 2022

Account Balances

Account	Bank	Length	Rate	Maturity Date	Value
Checking	US Bank				\$40,859.52
6226-1637	Charles Schwab & Co Inc				\$84,071.61
					\$124,931.13

I have submitted the following reports:

1. Statement of Financial Position
 2. Statement of Activity
 3. Transaction Detail by Account
 4. Statement of Activity Detail
 5. Budget vs Actuals FY 2022-2023
- The annual liability policy was renewed June 27, 2022.
 - The financial audit was completed July 20, 2022 by the Finance & Audit Committee.
 - The Trial Balance and Transaction Detail by Accounts were sent to Schulz & Associates to prepare the Exempt Organization Tax Return for 2021 on October 26, 2022.

MEMBERSHIP

I have been contacting membership to pay their 2022-2023 dues and late fees. As of today, the following memberships are still outstanding.

Institutional

Bellevue University
Bryan LGH College of Health Sciences
Capital Beauty School
Chadron State College
Clarkson College
University of Nebraska-Omaha
York College

Associate

Ascent Funding, LLC
Credible
EducationQuest Foundation
KHEAA
Nelnet

CREDIT CARD PAYMENTS

I have been in contact with US Bank to see if we could receive credit card payments. We do have that option with our checking account.

- Payments could be received through a hosted payment page or over the phone
- With the hosted payment page client could select with a drop-down box options for payment (exp. Membership, Fall training, Spring Conference)
- This could be through a website link or added to a web site
- Cost is \$15/month, and we would look at a flat rate pricing of 2.9% + \$.30 per transaction, and hand entered payments are 3.5% + \$.15 per transaction.
- If most members are paying with P Cards, it will not work to pass the surcharges on to the membership

Treasurer's Report
July 7, 2022

A \$25 memorial was paid to the Cattlemen's Ball of Nebraska in memory of Marty Habrock. I received the following Thank You note from Marty's family.

"Dear Nebraska ASFAA,
Thank you for honoring Mary's life with a donation to the 2023 Nebraska Cattlemen's Ball. We can think of no better way to honor him & his courageous battle than to support research that may prevent that battle for others—and we appreciate your donation to the cause. Marty would smile knowing that you all provided some "financial aid" for cancer research!
Marty loved his work and his peers in the financial aid field. We've received so many kind words & support from so many of you. We are truly grateful.

Respectfully submitted,
Lisa Gdowski
Treasurer

Nebraska Association of Student Financial Aid Administrators

Statement of Financial Position

As of October 26, 2022

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Checking	40,859.52
Total Bank Accounts	\$40,859.52
Other Current Assets	
CD 3-057-9044-4270 US BANK 4/3/21	0.00
CD 576620 Union Bank 10/5/21	0.00
CD 580134 Union Bank 7/10/21	0.00
CD 586665 Union Bank 11/8/21	0.00
Charles Schwab & Co Inc 8226-1637	84,071.61
Total Other Current Assets	\$84,071.61
Total Current Assets	\$124,931.13
TOTAL ASSETS	\$124,931.13
LIABILITIES AND EQUITY	
Total Liabilities	
Equity	
Opening Balance Equity	131,935.88
Retained Earnings	-5,244.73
Net Revenue	-1,760.02
Total Equity	\$124,931.13
TOTAL LIABILITIES AND EQUITY	\$124,931.13

Nebraska Association of Student Financial Aid Administrators

Statement of Activity
July 1 - October 26, 2022

	TOTAL
Revenue	
Income	
Associate Membership	2,400.00
Institutional Membership	5,575.00
Late Fees	350.00
Spring Conference Registrations	300.00
Total Income	8,625.00
Uncategorized Income	4,105.55
Total Revenue	\$12,730.55
GROSS PROFIT	\$12,730.55
Expenditures	
Bank Charges & Fees	7,942.39
PDRC Committee	
Spring Conference	
Credentialing Material	1,900.00
Speaker	1,750.00
Total Spring Conference	3,650.00
Total PDRC Committee	3,650.00
President/President Elect	
RMASFAA Conference	1,420.68
Summer Institute Scholarship	800.00
Total President/President Elect	2,220.68
Secretary	
Cards/Memorials/Flowers	25.00
Microsoft Business Basic Implementation	317.50
Total Secretary	342.50
Treasurer	
Intuit Quickbooks Plus Online	335.00
Total Treasurer	335.00
Total Expenditures	\$14,490.57
NET OPERATING REVENUE	\$ -1,760.02
NET REVENUE	\$ -1,760.02

Nebraska Association of Student Financial Aid Administrators

Transaction Detail by Account
July 8 - October 26, 2022

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
Checking							
07/12/2022	Expenditure	10001169207035	Intuit Quickbooks	July Quickbooks Online Plus	Treasurer: Intuit Quickbooks Plus Online	-80.00	-80.00
07/21/2022	Receipt	1170	Central Community College		Income: Institutional Membership	250.00	170.00
07/21/2022	Receipt	1165	University of Nebraska - Omaha		Income: Spring Conference Registrations	150.00	320.00
07/21/2022	Receipt	1167	Earnest		Income: Associate Membership	200.00	520.00
07/21/2022	Receipt	1175	Wayne State College		Income: Institutional Membership	250.00	770.00
07/21/2022	Receipt	1171	Little Priest Tribal College		Income: Institutional Membership	150.00	920.00
07/21/2022	Receipt	1172	Southeast Community College		Income: Institutional Membership	325.00	1,245.00
07/21/2022	Receipt	1166	Citizens One Student Loans		Income: Associate Membership	200.00	1,445.00
07/21/2022	Receipt	1169	ISL Education Lending		Income: Associate Membership	200.00	1,645.00
07/21/2022	Receipt	1168	ELM Resources		Income: Associate Membership	200.00	1,845.00
07/21/2022	Receipt	1173	University of Nebraska - Kearney		Income: Institutional Membership	325.00	2,170.00
07/21/2022	Receipt	1174	SoFi		Income: Associate Membership	200.00	2,370.00
07/21/2022	Receipt	1164	Capital School of Hairstyling & Esthetics		Income: Spring Conference Registrations	75.00	2,445.00
07/29/2022	Deposit	INTEREST		Interest Earned	Uncategorized Income	0.17	2,445.17
08/12/2022	Expenditure	10001174471843	Intuit Quickbooks		Treasurer: Intuit Quickbooks Plus Online	-85.00	2,360.17
08/24/2022	Receipt	1177	Concordia University		Income: Institutional Membership	250.00	2,610.17
08/24/2022	Expenditure	3190	Dean Dorton	Microsoft Office Licenses (5) \$63.50 each for 2022-23	Secretary: Microsoft Business Basic Implementation	-317.50	2,292.67
08/24/2022	Expenditure	3192	NASFAA	NASFAA Credential Package for 2-10 topics	PDRC Committee: Spring Conference: Credentialing Material	-1,900.00	392.67
08/24/2022	Expenditure	3191	RNASFAA	2022 RNASFAA Conference - Bailey Jorgensen	President/President Elect: RNASFAA Conference	-250.00	142.67
08/24/2022	Receipt	1182	Western Nebraska Community College		Income: Institutional Membership	150.00	292.67
08/24/2022	Receipt	1181	University of Nebraska - Lincoln		Income: Institutional Membership	575.00	867.67
08/24/2022	Receipt	1185	ScholarNet		Income: Associate Membership	200.00	1,067.67
08/24/2022	Receipt	1183	Coordinating Commission for Post Secondary Education		Income: Associate Membership	200.00	1,267.67
08/24/2022	Expenditure	3189	Midwest Speakers Bureau, Inc.	Deposit for speaker Jon Kedrowski for Spring Conference March 16, 2023	PDRC Committee: Spring Conference: Speaker	-1,750.00	-482.33
08/24/2022	Receipt	1179	Midland University		Income: Institutional Membership	250.00	-232.33
08/24/2022	Receipt	1176	College of Saint Mary		Income: Institutional Membership	150.00	-82.33
08/24/2022	Receipt	1184	Sallie Mae		Income: Associate Membership	200.00	117.67
08/24/2022	Receipt	1178	Mid-Plains Community College		Income: Institutional Membership	250.00	367.67
08/24/2022	Receipt	1180	Nebraska Methodist College		Income: Institutional Membership	150.00	517.67
08/31/2022	Deposit	INTEREST		Interest Earned	Uncategorized Income	0.17	517.84
09/12/2022	Expenditure		Intuit Quickbooks		Treasurer: Intuit Quickbooks Plus Online	-85.00	432.84
09/14/2022	Expenditure	3193	Cattlemen's Ball of Nebraska	Marty Habrock Memorial	Secretary: Cards/Memorials/Flowers	-25.00	407.84
09/21/2022	Receipt	1187	College Ave Student Loans		Income: Associate Membership	200.00	607.84
09/21/2022	Receipt	1186	Discover Student Loans		Income: Associate Membership	200.00	807.84
09/30/2022	Deposit	INTEREST		Interest Earned	Uncategorized Income	0.16	808.00
10/07/2022	Receipt	1189	Hastings College		-Split-	200.00	1,008.00
10/07/2022	Receipt	1188	University of Nebraska Medical Center		Income: Institutional Membership	250.00	1,258.00
10/07/2022	Receipt	1195	Xenon Academy		-Split-	200.00	1,458.00
10/07/2022	Receipt	1194	College of Hair Design		-Split-	200.00	1,658.00
10/12/2022	Expenditure		Intuit Quickbooks		Treasurer: Intuit Quickbooks Plus Online	-85.00	1,573.00
10/14/2022	Receipt	1197	Peru State College		-Split-	300.00	1,873.00
10/14/2022	Receipt	1196	Creighton University		Income: Institutional Membership	325.00	2,198.00
10/14/2022	Receipt	1198	Professional Choice Recovery		Income: Associate Membership	200.00	2,398.00
10/19/2022	Expenditure	3194	Bailey Jorgensen	2022 RNASFAA Conference travel Utah	President/President Elect: RNASFAA Conference	-1,170.68	1,227.32
10/21/2022	Receipt	1199	Northeast Community College		-Split-	300.00	1,527.32
10/21/2022	Receipt	1201	Doane University		-Split-	300.00	1,827.32
10/21/2022	Receipt	1200			Income: Institutional Membership	325.00	2,152.32
10/26/2022	Expenditure	3195	Metro Community College	Reimbursement for 2022 Summer Institute Registration and Travel for Sharlene Harrison Vazquez. Metropolitan paid their 2022-23 dues late and did not include the \$50 late fee. The late fee was deducted from reimbursement.	-Split-	-700.00	1,452.32
Total for Checking						\$1,452.32	
Charles Schwab & Co Inc 8226-1637							
07/31/2022	Deposit	INTEREST		Interest Earned	Uncategorized Income	4,105.05	4,105.05
08/31/2022	Journal Entry	SVCCHRG		Service Charge	-Split-	-2,543.32	1,561.73
09/30/2022	Journal Entry	SVCCHRG		Service Charge	-Split-	-5,399.07	-3,837.34

Nebraska Association of Student Financial Aid Administrators

Transaction Detail by Account

July 8 - October 26, 2022

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
Total for Charles Schwab & Co Inc 8226-1637						\$ -	
						3,837.34	
Income							
Associate Membership							
07/21/2022	Receipt	1167	Earnest	Associate Membership Dues 2022-23	Checking	200.00	200.00
07/21/2022	Receipt	1168	ELM Resources	Associate Membership Dues 2022-23	Checking	200.00	400.00
07/21/2022	Receipt	1174	SoFi	Associate Membership Dues 2022-23	Checking	200.00	600.00
07/21/2022	Receipt	1169	ISL Education Lending	Associate Membership Dues 2022-23	Checking	200.00	800.00
07/21/2022	Receipt	1166	Citizens One Student Loans	2022-23 Associate Member Dues	Checking	200.00	1,000.00
08/24/2022	Receipt	1184	Sallie Mae	Associate Membership Dues	Checking	200.00	1,200.00
08/24/2022	Receipt	1183	Coordinating Commission for Post Secondary Education	Associate Membership Dues	Checking	200.00	1,400.00
08/24/2022	Receipt	1185	ScholarNet	Associate Membership Dues	Checking	200.00	1,600.00
09/21/2022	Receipt	1186	Discover Student Loans	Associate Membership Dues	Checking	200.00	1,800.00
09/21/2022	Receipt	1187	College Ave Student Loans	Associate Membership Dues	Checking	200.00	2,000.00
10/14/2022	Receipt	1198	Professional Choice Recovery	Associate Membership Dues	Checking	200.00	2,200.00
Total for Associate Membership						\$2,200.00	
Institutional Membership							
07/21/2022	Receipt	1172	Southeast Community College	Institutional Membership Dues 2022-23	Checking	325.00	325.00
07/21/2022	Receipt	1173	University of Nebraska - Kearney	Institutional Membership Dues 2022-23	Checking	325.00	650.00
07/21/2022	Receipt	1171	Little Priest Tribal College	Institutional Membership Dues 2022-23	Checking	150.00	800.00
07/21/2022	Receipt	1175	Wayne State College	Institutional Membership Dues 2022-23	Checking	250.00	1,050.00
07/21/2022	Receipt	1170	Central Community College	Institutional Membership Dues 2022-23	Checking	250.00	1,300.00
08/24/2022	Receipt	1176	College of Saint Mary	Institutional Membership Dues	Checking	150.00	1,450.00
08/24/2022	Receipt	1182	Western Nebraska Community College	Institutional Membership Dues	Checking	150.00	1,600.00
08/24/2022	Receipt	1177	Concordia University	Institutional Membership Dues	Checking	250.00	1,850.00
08/24/2022	Receipt	1179	Midland University	Institutional Membership Dues	Checking	250.00	2,100.00
08/24/2022	Receipt	1180	Nebraska Methodist College	Institutional Membership Dues	Checking	150.00	2,250.00
08/24/2022	Receipt	1178	Mid-Plains Community College	Institutional Membership Dues	Checking	250.00	2,500.00
08/24/2022	Receipt	1181	University of Nebraska - Lincoln	Institutional Membership Dues	Checking	575.00	3,075.00
10/07/2022	Receipt	1195	Xenon Academy	Institutional Membership Dues	Checking	150.00	3,225.00
10/07/2022	Receipt	1189	Hastings College	Institutional Membership Dues	Checking	150.00	3,375.00
10/07/2022	Receipt	1188	University of Nebraska Medical Center	Institutional Membership Dues	Checking	250.00	3,625.00
10/07/2022	Receipt	1194	College of Hair Design	Institutional Membership Dues	Checking	150.00	3,775.00
10/14/2022	Receipt	1197	Peru State College	Institutional Membership Dues	Checking	250.00	4,025.00
10/14/2022	Receipt	1196	Creighton University	Institutional Membership Dues	Checking	325.00	4,350.00
10/21/2022	Receipt	1199	Northeast Community College	Institutional Membership Dues	Checking	250.00	4,600.00
10/21/2022	Receipt	1201	Doane University	Institutional Membership Dues	Checking	250.00	4,850.00
10/21/2022	Receipt	1200		Institutional Membership Dues	Checking	325.00	5,175.00
Total for Institutional Membership						\$5,175.00	
Late Fees							
10/07/2022	Receipt	1195	Xenon Academy		Checking	50.00	50.00
10/07/2022	Receipt	1189	Hastings College		Checking	50.00	100.00
10/07/2022	Receipt	1194	College of Hair Design		Checking	50.00	150.00
10/14/2022	Receipt	1197	Peru State College		Checking	50.00	200.00
10/21/2022	Receipt	1199	Northeast Community College		Checking	50.00	250.00
10/21/2022	Receipt	1201	Doane University		Checking	50.00	300.00
10/26/2022	Expenditure	3195	Metro Community College	Membership dues 2022-23 Late fee	Checking	50.00	350.00
Total for Late Fees						\$350.00	
Spring Conference Registrations							
07/21/2022	Receipt	1165	University of Nebraska - Omaha	2022 Early Bird Spring Conference Registrations	Checking	150.00	150.00
07/21/2022	Receipt	1164	Capital School of Hairstyling & Esthetics	2022 Early Bird Spring Conference	Checking	75.00	225.00
Total for Spring Conference Registrations						\$225.00	
Total for Income						\$7,950.00	
Uncategorized Income							
07/29/2022	Deposit	INTEREST			Checking	0.17	0.17
07/31/2022	Deposit	INTEREST			Charles Schwab & Co Inc 8226-1637	4,105.05	4,105.22
08/31/2022	Deposit	INTEREST			Checking	0.17	4,105.39
09/30/2022	Deposit	INTEREST			Checking	0.16	4,105.55
Total for Uncategorized Income						\$4,105.55	
Bank Charges & Fees							
08/31/2022	Journal Entry	SVCCHRG		Service Charge	-Split-	2,543.32	2,543.32

Nebraska Association of Student Financial Aid Administrators

Transaction Detail by Account
July 8 - October 26, 2022

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
09/30/2022	Journal Entry	SVCCHRG		Service Charge	-Split-	5,399.07	7,942.39
Total for Bank Charges & Fees						\$7,942.39	
PDRC Committee							
Spring Conference							
Credentiaing Material							
08/24/2022	Expenditure	3192	NASFAA	NASFAA Credentials	Checking	1,900.00	1,900.00
Total for Credentiaing Material						\$1,900.00	
Speaker							
08/24/2022	Expenditure	3189	Midwest Speakers Bureau, Inc.	Deposit for Spring Conference Speaker	Checking	1,750.00	1,750.00
Total for Speaker						\$1,750.00	
Total for Spring Conference						\$3,650.00	
Total for PDRC Committee						\$3,650.00	
President/President Elect							
RMASFAA Conference							
08/24/2022	Expenditure	3191	RMASFAA	RMASFAA Conference Registration	Checking	250.00	250.00
10/19/2022	Expenditure	3194	Bailey Jorgensen	Travel for 2022 RMASFAA Conference	Checking	1,170.68	1,420.68
Total for RMASFAA Conference						\$1,420.68	
Summer Institute Scholarship							
10/26/2022	Expenditure	3195	Metro Community College	SI Summer 2022 scholarship reimbursement	Checking	750.00	750.00
Total for Summer Institute Scholarship						\$750.00	
Total for President/President Elect						\$2,170.68	
Secretary							
Cards/Memorials/Flowers							
09/14/2022	Expenditure	3193	Cattlemen's Ball of Nebraska	Marty Habrock Memorial	Checking	25.00	25.00
Total for Cards/Memorials/Flowers						\$25.00	
Microsoft Business Basic Implementation							
08/24/2022	Expenditure	3190	Dean Dorton	Microsoft Office 365 for 2022-23	Checking	317.50	317.50
Total for Microsoft Business Basic Implementation						\$317.50	
Total for Secretary						\$342.50	
Treasurer							
Intuit Quickbooks Plus Online							
07/12/2022	Expenditure	10001169207035	Intuit Quickbooks	July Quickbooks Online Plus	Checking	80.00	80.00
08/12/2022	Expenditure	10001174471843	Intuit Quickbooks	Quickbook Plus August 2022	Checking	85.00	165.00
09/12/2022	Expenditure		Intuit Quickbooks	Quickbook Plus September 2022	Checking	85.00	250.00
10/12/2022	Expenditure		Intuit Quickbooks	Quickbook Plus October 2022	Checking	85.00	335.00
Total for Intuit Quickbooks Plus Online						\$335.00	
Total for Treasurer						\$335.00	

Nebraska Association of Student Financial Aid Administrators

Statement of Activity Detail

July 8 - October 26, 2022

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
Ordinary Revenue/Expenditures							
Revenue							
Income							
Associate Membership							
07/21/2022	Receipt	1169	ISL Education Lending	Associate Membership Dues 2022-23	Checking	200.00	200.00
07/21/2022	Receipt	1167	Earnest	Associate Membership Dues 2022-23	Checking	200.00	400.00
07/21/2022	Receipt	1166	Citizens One Student Loans	2022-23 Associate Member Dues	Checking	200.00	600.00
07/21/2022	Receipt	1174	SoFi	Associate Membership Dues 2022-23	Checking	200.00	800.00
07/21/2022	Receipt	1168	ELM Resources	Associate Membership Dues 2022-23	Checking	200.00	1,000.00
08/24/2022	Receipt	1184	Sallie Mae	Associate Membership Dues	Checking	200.00	1,200.00
08/24/2022	Receipt	1183	Coordinating Commission for Post Secondary Education	Associate Membership Dues	Checking	200.00	1,400.00
08/24/2022	Receipt	1185	ScholarNet	Associate Membership Dues	Checking	200.00	1,600.00
09/21/2022	Receipt	1187	College Ave Student Loans	Associate Membership Dues	Checking	200.00	1,800.00
09/21/2022	Receipt	1186	Discover Student Loans	Associate Membership Dues	Checking	200.00	2,000.00
10/14/2022	Receipt	1198	Professional Choice Recovery	Associate Membership Dues	Checking	200.00	2,200.00
Total for Associate Membership						\$2,200.00	
Institutional Membership							
07/21/2022	Receipt	1172	Southeast Community College	Institutional Membership Dues 2022-23	Checking	325.00	325.00
07/21/2022	Receipt	1170	Central Community College	Institutional Membership Dues 2022-23	Checking	250.00	575.00
07/21/2022	Receipt	1171	Little Priest Tribal College	Institutional Membership Dues 2022-23	Checking	150.00	725.00
07/21/2022	Receipt	1175	Wayne State College	Institutional Membership Dues 2022-23	Checking	250.00	975.00
07/21/2022	Receipt	1173	University of Nebraska - Kearney	Institutional Membership Dues 2022-23	Checking	325.00	1,300.00
08/24/2022	Receipt	1182	Western Nebraska Community College	Institutional Membership Dues	Checking	150.00	1,450.00
08/24/2022	Receipt	1178	Mid-Plains Community College	Institutional Membership Dues	Checking	250.00	1,700.00
08/24/2022	Receipt	1180	Nebraska Methodist College	Institutional Membership Dues	Checking	150.00	1,850.00
08/24/2022	Receipt	1176	College of Saint Mary	Institutional Membership Dues	Checking	150.00	2,000.00
08/24/2022	Receipt	1181	University of Nebraska - Lincoln	Institutional Membership Dues	Checking	575.00	2,575.00
08/24/2022	Receipt	1177	Concordia University	Institutional Membership Dues	Checking	250.00	2,825.00
08/24/2022	Receipt	1179	Midland University	Institutional Membership Dues	Checking	250.00	3,075.00
10/07/2022	Receipt	1189	Hastings College	Institutional Membership Dues	Checking	150.00	3,225.00
10/07/2022	Receipt	1188	University of Nebraska Medical Center	Institutional Membership Dues	Checking	250.00	3,475.00
10/07/2022	Receipt	1194	College of Hair Design	Institutional Membership Dues	Checking	150.00	3,625.00
10/07/2022	Receipt	1195	Xenon Academy	Institutional Membership Dues	Checking	150.00	3,775.00
10/14/2022	Receipt	1196	Craigton University	Institutional Membership Dues	Checking	325.00	4,100.00
10/14/2022	Receipt	1197	Peru State College	Institutional Membership Dues	Checking	250.00	4,350.00
10/21/2022	Receipt	1200		Institutional Membership Dues	Checking	325.00	4,675.00
10/21/2022	Receipt	1199	Northeast Community College	Institutional Membership Dues	Checking	250.00	4,925.00
10/21/2022	Receipt	1201	Doane University	Institutional Membership Dues	Checking	250.00	5,175.00
Total for Institutional Membership						\$5,175.00	
Late Fees							
10/07/2022	Receipt	1189	Hastings College		Checking	50.00	50.00
10/07/2022	Receipt	1195	Xenon Academy		Checking	50.00	100.00
10/07/2022	Receipt	1194	College of Hair Design		Checking	50.00	150.00
10/14/2022	Receipt	1197	Peru State College		Checking	50.00	200.00
10/21/2022	Receipt	1201	Doane University		Checking	50.00	250.00
10/21/2022	Receipt	1199	Northeast Community College		Checking	50.00	300.00
10/26/2022	Expenditure	3195	Metro Community College	Membership dues 2022-23 Late fee	Checking	50.00	350.00
Total for Late Fees						\$350.00	
Spring Conference Registrations							
07/21/2022	Receipt	1165	University of Nebraska - Omaha	2022 Early Bird Spring Conference Registrations	Checking	150.00	150.00
07/21/2022	Receipt	1164	Capital School of Hairstyling & Esthetics	2022 Early Bird Spring Conference	Checking	75.00	225.00
Total for Spring Conference Registrations						\$225.00	
Total for Income						\$7,950.00	
Uncategorized Income							
07/29/2022	Deposit	INTEREST			Checking	0.17	0.17
07/31/2022	Deposit	INTEREST			Charles Schwab & Co Inc 8226-1637	4,105.05	4,105.22
08/31/2022	Deposit	INTEREST			Checking	0.17	4,105.39
09/30/2022	Deposit	INTEREST			Checking	0.16	4,105.55
Total for Uncategorized Income						\$4,105.55	
Total for Revenue						\$12,055.55	
Expenditures							
Bank Charges & Fees							
08/31/2022	Journal Entry	SVCCHRG		Service Charge	-Split-	2,543.32	2,543.32
09/30/2022	Journal Entry	SVCCHRG		Service Charge	-Split-	5,399.07	7,942.39
Total for Bank Charges & Fees						\$7,942.39	

Nebraska Association of Student Financial Aid Administrators

Statement of Activity Detail

July 8 - October 26, 2022

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
PDRC Committee							
Spring Conference							
Credentiaing Material							
08/24/2022	Expenditure	3192	NASFAA	NASFAA Credentials	Checking	1,900.00	1,900.00
Total for Credentiaing Material						\$1,900.00	
Speaker							
08/24/2022	Expenditure	3189	Midwest Speakers Bureau, Inc.	Deposit for Spring Conference Speaker	Checking	1,750.00	1,750.00
Total for Speaker						\$1,750.00	
Total for Spring Conference						\$3,650.00	
Total for PDRC Committee						\$3,650.00	
President/President Elect							
RMASFAA Conference							
08/24/2022	Expenditure	3191	RMASFAA	RMASFAA Conference Registration	Checking	250.00	250.00
10/19/2022	Expenditure	3194	Bailey Jorgensen	Travel for 2022 RMASFAA Conference	Checking	1,170.68	1,420.68
Total for RMASFAA Conference						\$1,420.68	
Summer Institute Scholarship							
10/26/2022	Expenditure	3195	Metro Community College	SI Summer 2022 scholarship reimbursement	Checking	750.00	750.00
Total for Summer Institute Scholarship						\$750.00	
Total for President/President Elect						\$2,170.68	
Secretary							
Cards/Memorials/Flowers							
09/14/2022	Expenditure	3193	Cattlemen's Ball of Nebraska	Marty Habrock Memorial	Checking	25.00	25.00
Total for Cards/Memorials/Flowers						\$25.00	
Microsoft Business Basic Implementation							
08/24/2022	Expenditure	3190	Dean Dorton	Microsoft Office 365 for 2022-23	Checking	317.50	317.50
Total for Microsoft Business Basic Implementation						\$317.50	
Total for Secretary						\$342.50	
Treasurer							
Intuit Quickbooks Plus Online							
07/12/2022	Expenditure	10001169207035	Intuit Quickbooks	July Quickbooks Online Plus	Checking	80.00	80.00
08/12/2022	Expenditure	10001174471843	Intuit Quickbooks	Quickbook Plus August 2022	Checking	85.00	165.00
09/12/2022	Expenditure		Intuit Quickbooks	Quickbook Plus September 2022	Checking	85.00	250.00
10/12/2022	Expenditure		Intuit Quickbooks	Quickbook Plus October 2022	Checking	85.00	335.00
Total for Intuit Quickbooks Plus Online						\$335.00	
Total for Treasurer						\$335.00	
Total for Expenditures						\$14,440.57	
Net Revenue						\$ -2,385.02	

Nebraska Association of Student Financial Aid Administrators

Budget vs. Actuals: 2022-2023 Budget - FY23 P&L

July 2022 - June 2023

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Revenue				
Income				
Associate Membership	2,400.00	3,200.00	-800.00	75.00 %
Credentialing Session Registrations		400.00	-400.00	
Institutional Membership	5,575.00	7,275.00	-1,700.00	76.63 %
Late Fees	350.00		350.00	
Reserve (to balance)		8,563.00	-8,563.00	
Spring Conference Registrations	300.00	11,100.00	-10,800.00	2.70 %
Total Income	8,625.00	30,538.00	-21,913.00	28.24 %
Uncategorized Income	4,105.55	4.00	4,101.55	102,638.75 %
Total Revenue	\$12,730.55	\$30,542.00	\$ -17,811.45	41.68 %
GROSS PROFIT	\$12,730.55	\$30,542.00	\$ -17,811.45	41.68 %
Expenditures				
Bank Charges & Fees	7,942.39		7,942.39	
Membership Committee				
Printing/Postage		25.00	-25.00	
Welcome Project		100.00	-100.00	
Total Membership Committee		125.00	-125.00	
PDRC Committee				
Meeting Expense		400.00	-400.00	
Spring Conference				
Conference Supplies		1,000.00	-1,000.00	
Credentialing Material	1,900.00	1,900.00	0.00	100.00 %
Entertainment		900.00	-900.00	
Meals/Breaks		8,850.00	-8,850.00	
Prestigious Awards		600.00	-600.00	
Speaker	1,750.00	5,000.00	-3,250.00	35.00 %
Total Spring Conference	3,650.00	18,250.00	-14,600.00	20.00 %
Total PDRC Committee	3,650.00	18,650.00	-15,000.00	19.57 %
President/President Elect				
Board Meetings		250.00	-250.00	
EducationQuest Foundation Virtual College Fair		200.00	-200.00	
Leadership Conference		2,000.00	-2,000.00	
NASFAA Conference		1,500.00	-1,500.00	
President's Task Force - FAFSA Simplification		850.00	-850.00	
President's Task Force Website		500.00	-500.00	
RNASFAA Conference	1,420.68	2,500.00	-1,079.32	56.83 %
RNASFAA Support		75.00	-75.00	
Summer Institute Scholarship	800.00	1,500.00	-700.00	53.33 %
Total President/President Elect	2,220.68	9,375.00	-7,154.32	23.69 %
Secretary				

Nebraska Association of Student Financial Aid Administrators

Budget vs. Actuals: 2022-2023 Budget - FY23 P&L

July 2022 - June 2023

		TOTAL		
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Cards/Memorials/Flowers	25.00	75.00	-50.00	33.33 %
Microsoft Business Basic Implementation	317.50	756.00	-438.50	42.00 %
Total Secretary	342.50	831.00	-488.50	41.22 %
Treasurer				
Association Liability Policy		500.00	-500.00	
Intuit Quickbooks Plus Online	335.00	960.00	-625.00	34.90 %
Nonprofit Corporation Biennial Filing Fee		30.00	-30.00	
Postage		11.00	-11.00	
Tax Preparation		60.00	-60.00	
Total Treasurer	335.00	1,561.00	-1,226.00	21.46 %
Total Expenditures	\$14,490.57	\$30,542.00	\$ -16,051.43	47.44 %
NET OPERATING REVENUE	\$ -1,760.02	\$0.00	\$ -1,760.02	0.00%
NET REVENUE	\$ -1,760.02	\$0.00	\$ -1,760.02	0.00%

Secretary Report
NeASFAA Board of Directors Meeting
October 28, 2022

I took minutes at the July 8th regular Board meeting and compiled the full minutes for the October meeting. I was involved in a meeting regarding folder access for our Office365 accounts and possibly moving to Teams for document storage instead of SharePoint. I also sent a sympathy card on behalf of NeASFAA to the family of Marty Habrock.

Respectfully submitted,

Erinn M. Brown

NeASFAA Annual Board Meeting
October 27, 2022
Four-Year Public Sector Report

At this time, I have not received any updates needed to be brought to the board for discussion.

Respectfully Submitted,

Sheila Pourier
Four-Year Sector Public Representative

Two-Year Public Sector Report

October 28, 2022 Board Meeting

Worked with other committees to develop a future conference planning survey. See questions on the next page. Membership Connections is creating survey with Microsoft Forms. After final input from members of the board this survey will be sent to all voting members to assist with future conference site location. Kristie Artz (PDRC) confirmed the current sites will offer multi year contracts. Thank you, Kristie, Sarah, Delaney, and Jordan for assisting with this.

On August 12th the 2 year public sector had a zoom open forum to discuss HEERF III funding and the verification waiver. Institutions shared best practices they had implemented for the waiver. There was still a lot of uncertainty about how institutions would be issuing HEERF III funds, a few schools shared what was known at this time. Schools also shared how they were sharing PJ opportunities with students.

The following updates were provided to me by our membership:

- Staff changes at Southeast Community College
 - o Lauren Rinne Resigned
 - o Thuy Pham Promoted to Associate Director, Financial Aid
 - o Terry Lindner joined the team as a Financial Aid Technician
- Staff changes at Mid-Plains Community College
 - o Tabitha Bain resigned in May 2022
 - o Jenna Bobinmyer stated July 11, 2022
- Sheila Johns welcomed a new granddaughter in July (we're looking forward to pictures at the spring conference)

Respectfully submitted by Erika Kampschnieder, Two-Year Public Sector Representative

1. Which area best describes your location?
 - a. Central Nebraska
 - b. Eastern Nebraska
 - c. Western Nebraska

2. How much does conference location impact your decision to attend or have members of your office attend the NeASFAA Spring Conference?
 - a. No impact, I send the same number of attendees regardless of location
 - b. I must limit the number of attendees based on location
 - c. Location may prevent anyone from my office from attending

3. NeASFAA is considering hosting the conference at the same site each year or using a set rotation of two sites. This would allow the planning committee to focus more on conference content instead of securing a location. Indicate your preference for the conference location schedule below.
 - a. Every year in a different location around the state
 - b. Alternating between two locations (location 1: Grand Island/ Kearney area, location 2: Norfolk/ Columbus area)
 - c. Every year in the same location

4. If the conference is held in a fixed location rank each location. 1 being first choice, 3 being last choice. \$ indicates anticipated price differences.
 - Grand Island/ Kearney area (\$\$)
 - Norfolk/ Columbus area (\$)
 - Omaha/ Lincoln area (\$\$\$\$)

5. What is the best week for the conference to be held?
 - a. 3rd week of March
 - b. 4th week of March
 - c. 1st week of April
 - d. 2nd week of April

Associate Sector Only:

6. Does proximity to a major airport limit your ability to attend?
 - a. No impact
 - b. I would be more likely to attend if the conference was near an airport

7. What distance from an airport are you willing to travel?
 - a. 25 miles
 - b. 50 miles
 - c. 75 miles
 - d. Unlimited – airport proximity is not a factor I consider

NeASFAA Audit 2022

Attendees: Traci Boever, Tom Ochsner, Wendy Cobb

We met at Central Community College

Lisa Gdowski – current treasurer available to answer questions.

Update the audit guide to remove CD's.

Board minutes Review:

Approval of annual budget: March 24, 2021 budget was approved.

Kim approved and second by susan C.

Budget variances:

3/24 /21– change state to RMAFAA support to 625 for 1 year increase. Was noted in the budget.

5/21/21 – \$625 mentioned again, was in budget. No other adjustments

7/8/21 – No adjustments

10/13/21 –No adjustments

1/28/22 – No adjustments

2/25/22 – no adjustments

3/25/22 – No adjustments

Checks from the 3161 and 3163 was from prior year Summer Institute. Paid in July 7, 2021

Expenses: Task: Randomly select expenses and track them from claim form, to check book, to the detail on the Transaction Detail by Account Report. Confirm payments were made accurately and within 30 days.

1. 7/7/2021 – Andrew Landrum SI \$750 Reimbursement. Cleared #3163
2. 11/17/2021 – Lisa G reimbursement \$145.11 For checks. # 3169 Cleared
3. 2/17/22 – Midwest Speakers bureau \$1642. #3174 cleared
4. 3/23/22 – Platinum awards Spring conference \$330.54 #3177 Cleared
5. 4/13/22 – HyVee Postage \$11.66. #3180 Cleared Electronic

Deposits

1. 4/15/2022 Total Deposit \$150.00. Creighton University Spring Conference \$150.00. Received 3/28/22. A little over. Close to the 15 days.
2. 3/4/2022 \$2125 Total Deposit. CCC \$450.00 Spring registration. Date Received 2/28/22. College Avenue 225 Received 2/28/22 Concordia 150, 2/28/2022

EducationQuest \$300 2/28/22, SECC \$225 2/28/22, Bellevue \$325 3/4/22, Bellevue \$225 3/4/22, ISL \$225 3/4/22

3. 1/19/2022 Associate Membership dues – Ascent Funding \$200. Cleared bank and 1/11/2022.
4. 9/13/2021 - \$2000 COH \$150, Concordia \$250 8/16, Doane \$250 8/13, Midplains \$250 8/10, NMC \$150 8/19, NECC \$250 8/16, UNK \$250 8/12, UNMC \$250 8/16, ISL \$200 8/19. Some were check dates. Would be good practice to have a receipt date since mail can take a long time.
5. 12/9/2021 \$350 York College \$150, 11/29/2021, KHEAA \$200, 11/18/2021

Bank Statements/Reconciliation

All reconciled

July1 2021 – June 2022 Bank statements are present. Reconciled and accounted for.

Task: Verify that the beginning balance and ending balance on the bank statement match those on the Quickbooks reconciliation report

This was done and matches. This was a recommendation.

Investment Review – Closed out CD. Updating Audit guide to remove CD and change to investments

Cashed out the CDs. 7/20/2022 \$29,749.75 cashed out and put in US Bank.

Cashed 10/8/21 for \$15,431.89 And in bank

11/10/21 \$32,179.32 And deposited into US Bank.

First deposit into Charles Schwab 10/8/22 \$50,000

Beginning and end balance match reconciliation report.

Signature authority – US bank, need to have Traci and Bailey.

Charles Schwab is Lynx investment has authority and Lisa/Justin. Need to add Traci.

12/10/21 \$50,000.

There was loss. Down to \$87,909.

*Investment In quickbooks shows as a service charge and then interest for gains.

Recommendation??? Need to see if on revenue reports. Make sure the investment loss/gain are not included in revenue/lost revenue reports. Ask how Board wants this to be seen.

It should not be shown on profit/lost. Unrealized loss/gain. No place in quickbooks to have investments.

IRS Form 990N – Submitted 10/11/2021

7/1/2020-6/30/2021 Filed 10/11/2021. Deadline was 11/15/21.

Insurance Liability Policy

The Hartford Company – 7/1/2022-7/1/2023

Coverage indicates liability of \$1M for medical and \$1M for automobile (hired, non owned auto liability).

NeASFAA Policy and Procedure Manual

625 6.5 Electronic Equipment 626 All electronic equipment purchased by NeASFAA is NeASFAA property. This equipment may be assigned 627 to NeASFAA members from time to time for use by members while conducting NeASFAA business. The 628 Treasurer will maintain an inventory list of equipment. It is recommended that equipment needs be 629 evaluated every two (2) years by the Board of Directors.

- Laptop – clean
- Ritchie hard drive

Reserve Fund

- 100,000 in investments and \$30,000 budget.

Create form for the deposit and expenses.

Membership Connections Report

October 28, 2022 Board Meeting

Susan Collins was named Vice-Chair and will become chair in 2023-2024.

The committee is currently working to update committee members on the website and will begin a review and update of all members to ensure the directory is current.

We have no new requests for new membership.

Respectfully submitted by Delaney Vaccaro Bednar, Membership Connections Chair

**PDRC Board Report
October 2022**

PDRC, in our most recent meeting at the end of September, worked to finalize our plans for fall training. We are providing two separate locations for credentialing, McCook and Bellevue. At these locations we will train on R2T4 and Cost of Attendance. At the Bellevue location on November 17th, Matt Johnson will train on R2T4 and Tiffany Reed will present on COA. Andrew Landrum is still working to finalize presenters for the McCook location on November 15th. There will also be an online Zoom presentation by Brenda Hicks on a FAFSA Update on November 18th, as this was very popular at last year's conference with many people asking for this online. The sign up information is available on the NeASFAA Website.

We will meet again after fall training to continue to work on the spring conference. The theme we are working around is camping and the general session presenter is booked. Jon Kedrowski, a Ph. D in environmental geography, weather and climate. He has traveled to many remote places and uses his experiences to teach audiences how to grow from a mental, physical, emotional, and very personal standpoint.

[Jon Kedrowski - About, Dr. Jon's Adventures](#)

We do have Brad Barnett scheduled for a General Session update as well as a breakout session. After the completion of fall training, we will work to solicit topics and presenters for the conference, plan a site visit, and get details sorted out.

Respectfully,

Kristie Artz