



South Dakota  
Chapter

## Chapter Executive Committee ~ Meeting Agenda ~ July 24, 2023, ~ 5:00pm Soldiers & Sailors

1. Call to Order
  - a. Tiffany Ripperda, Amanda Were, Amanda Jandt, Jennifer Neely, Amanda Shoop, Cassandra Ryckman, Allyson Kerr, Lacey Walz, Sarah Wellner, Nicole DeSloover, Darcy McGuigan, Frabricio Rodrigues
2. Review, addition to, adoption of agenda
3. Approval of Prior Meeting Minutes (Amanda S.)
4. Treasurer's Report (Jennifer) – balance \$30,239.37
  - a. No changes to report.
5. Old Business
6. Directors Reports
  - a. ACE Reporting (AJ)
  - b. Accountability (Sarah)
  - c. Bylaws and Procedures (Fabricio)
    - i. Need to change name with the IRS
  - d. Certification (Lacey)
  - e. Communications (Nicole)
  - f. Community Service (Allysen)
  - g. Early Careers (Cassandra)
  - h. Education (Vacant)
  - i. Membership (Cody)
  - j. Programs & Technical (Amanda W.)
7. New Business:
  - a. Review 2023-2024 Board Members and Positions
  - b. Selection of 2023-2024 Webinars
    - i. Communications
    - ii. Internal Control
    - iii. Ethics
    - iv. Risk Management
    - v. UGG
    - vi. GASB Update
    - vii. RPA/AI
    - viii. Leadership
  - c. 2023 – 2024 Chapter Affiliation Requirements
    - i. Review Name
    - ii. File IRS form – done in May
    - iii. Strategic Plan & ACE goals – this meeting



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- iv. Chapter Audit – ask Matt Fickbohm or someone in City office.
- d. 2023 – 2024 Key Performance Indicators
  - i. Goal to reach 4,400 points
    - 1. Achieve 16% growth
    - 2. Send out a member satisfaction survey – November or after GASB update
      - a. Sarah will take responsibility as Accountability Chair
    - 3. Provide social/network time for each webinar
      - a. AJ will reserve Matthews Training
    - 4. Maintain average meeting attendance – maintain average at webinars and PDC
    - 5. PDC Judgement - goal is to maintain
    - 6. Hold information session and also provides exam preparation materials or exam reimbursement
      - a. Possibly March 6th after the webinar
    - 7. Recognize all the CGFM at the webinars and promote CGFM (sending emails through ACFR Contacts and Cities)
      - a. Receive a proclamation
    - 8. Tiffany/AJ as webmaster
      - a. One-pager quarterly newsletter
        - i. Sarah will create a template
        - ii. Nicole will fill it out
      - b. Community service, upcoming webinars, big things in the news
      - c. We have a LinkedIn and a Facebook
        - i. Two truths and a lie on FB
          - 1. Guesses go towards raffle entry at PDC
      - d. Annual Report by September 30<sup>th</sup>
      - e. Help someone prepare a CCR?? Ally asking Steven to do the SD one
    - 9. Community Service
      - a. Stand alone – PARS
      - b. Concurrent – PDC
      - c. Donating to National – send it
    - 10. Working on future CEC Positions
      - a. Submitted officers by June 15<sup>th</sup> – extra 100 points
    - 11. Prepare a scholarship and update the date
      - a. Participate at a college career fairs??
      - b. Cassandra goal is a professional membership
      - c. Sarah maybe go to LEAD??
- e. 2023 – 2024 SD Chapter Plan
  - i. Tiffany will create with what we want to do for points
- f. 2023 – 2024 Monthly Meetings
  - i. Keep Virtual?
    - 1. Always an option for Soldiers and Sailors
  - ii. 1<sup>st</sup> Wednesday of the 1<sup>st</sup> full week of the month?
    - 1. Perfect 😊
- g. 2023 – 2024 National Events:



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- i. Internal Control & Fraud Prevention Training – September 19-20, 2023, in Washington D.C.
- ii. Technology & Transformation Summit – November 16, 2023, in Washington D.C.
- iii. National Leadership Training – February 28-29, 2024, in Washington D.C.
- iv. LEAD! 2024 – TBA
- v. 2024 PDT – July 14-17, 2024, in Denver at the Sheraton Denver Downtown Hotel
  1. Amanda Shoop possibly
- h. 2023 – 2024 SD Chapter Events:
  - i. Lunch & Learns *If meeting in person – maybe not?*
    1. Q1: July to September
    2. Q2: October to December
    3. Q3: January to March
      - a. In March have a CGFM L&L
    4. Q4: April to June
      - a. May 2024
        - i. Jason Lutz on the ERP update
  - ii. PDC April 10 & 11, 2024
    1. Speakers
      - a. Kelly Paxton – Fraud/Ethics
      - b. Jo Erven – Fraud/Ethics
        - i. Whole day
      - c. Lisa Parker – GASB Update
      - d. Single audit??
        - i. Lisa from DLA
        - ii. Q&A session?
      - e. John Meyer with Leadership SD for a soft skills course?
    2. Swag:
      - a. Rocketbook
    3. Raffle Items:
      - a. Kindle & Amazon Gift card
      - b. Security Cameras
      - c. Ring Doorbells
      - d. Chrome books
      - e. Applewatch
      - f. Inflatable paddleboards
8. Other Items of Note
9. Adjourn to next meeting not yet scheduled. Will be voted on in this meeting.