



## South Dakota High School Activities Association

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### FINANCE ADVISORY COMMITTEE MEETING THURSDAY, AUGUST 3<sup>RD</sup> 10:00 AM, SDHSAA OFFICE- PIERRE, SD

A meeting of the SDHSAA Financial Advisory Committee was held at the SDHSAA Office in Pierre, SD at 10:00 AM CST on August 3, 2017.

Committee members present were:

Steve Morford	Sandy Klatt	Dr. Jeff Danielsen
Mark Naugle	Sherrie Kafka	Adam Shaw
Darla Mayer		

Committee members absent were Bud Postma and Chuck Wilson  
SDHSAA staff present included Dan Swartos, Executive Director and Isaac Jahn, Finance Director

Others in attendance were Watertown AD and SDHSAA Board Member Steve Moore.

The meeting was called to order by Steve Morford at 10:02 AM. Roll was taken and a quorum was established. The meeting began with the Pledge of Allegiance

#### **Approve Agenda**

Motion by Adam Shaw, second by Mark Naugle, to approve the agenda. Motion carried 7-0.

#### **Introduction of Committee Members**

Steve Morford led an introduction of committee members. These members include SDHSAA Board Members Bud Postma, Steve Morford, and Sandy Klatt, Superintendents Dr. Jeff Danielsen (Watertown) and Mark Naugle (Custer), Athletic/Activity Directors Chuck Wilson (Todd County) and Sherrie Kafka (Gregory), Secondary Principal Adam Shaw (Madison), and Business Manager Darla Mayer (Pierre)

#### **Approval of Minutes**

Motion by Dr. Jeff Danielsen, second by Sandy Klatt, to approve the February 22, 2017 minutes of the Finance Advisory Committee. Motion carried 7-0

#### **SDHSAA- Serving Students Since 1905**

Board Chairperson – Mr. Bud Postma  
Assistant Director – Ms. Jo Auch  
Assistant Director – Mr. Brooks Bowman

Executive Director – Dr. Daniel Swartos  
Assistant Director – Mr. John Krogstrand  
Finance Director – Mr. Isaac Jahn

### **Discussion on Appointment of New Members**

After discussion, it was moved by Sandy Klatt, seconded by Mark Naugle, to make a recommendation to the SDHSAA Board of Directors to suspend the rules pertaining to two committee members from the same school for one year, to leave Adam Shaw (Secondary Principal, Madison) in place on the committee, to appoint Steve Morford as a replacement for Dr. Jason Uttermark on the committee, and to name Bud Postma as chair of the committee. Motion carried 6-0 with Shaw abstaining.

### **Audit Report**

SDHSAA Finance Director Isaac Jahn presented the FY 2016 audit to the committee. It was moved by Dr. Jeff Danielsen, seconded by Mark Naugle, to acknowledge receipt of the audit report. Motion carried 7-0

### **Review of Corporate Contracts**

Dr. Swartos reviewed the current corporate contracts in place with the committee. The current status of all contracts were discussed.

### **FY 18 Budget Review**

Following review of the Budget by Dr. Swartos and Isaac Jahn and discussion by the committee, it was moved by Mark Naugle, second by Sandy Klatt, to recommend using \$168,000 from the SDHSAA reserves to balance the budget for FY 18, that the use of reserves should occur for one year, and the funds should be used to avoid billing member schools. Motion carried 7-0.

### **SDHSAA Foundation**

Following a discussion on the SDHSAA Foundation by Dr. Swartos, it was moved by Sandy Klatt, seconded by Sherrie Kafka, to propose the following recommendations regarding the SDHSAA Foundation to the SDHSAA Board of Directors:

- All future donations to the SDHSAA Foundation shall be made to the South Dakota Community Fund, with the SDHSAA Foundation Board, Inc. to direct distributions of earnings in accordance with South Dakota Community Fund and SDHSAA Foundation Board, Inc. by-laws and in concurrence with SDHSAA staff and the SDHSAA Board of Directors
- The SDHSAA Community Foundation, Inc. shall use its own Tax ID to open its own bank account for the sole purpose of depositing and distributing earnings as directed by the SDHSAA Community Foundation Board, Inc., in accordance with South Dakota Community Fund and SDHSAA Foundation Board, Inc. by-laws and in concurrence with SDHSAA staff and the SDHSAA Board of Directors
- Approve the use of the donor form hosted on the SDHSAA website as well as instructions for how donations are to be handled

Motion carried 7-0


**Additional Recommendations**

Motion was made by Sandy Klatt to recommend actively engaging in procuring additional SDHSAA sponsors. Klatt rescinded the motion. Motion was made by Dr. Jeff Danielsen, seconded by Sandy Klatt to recommend developing sponsor and foundation donor benefit structures prior to the November SDHSAA Board of Directors meeting. Motion carried 7-0.

**Adjournment**

Having no further business for the committee, it was moved by Mark Naugle, seconded by Dr. Jeff Danielsen, to adjourn the meeting. Motion carried 7-0

Respectfully Submitted,

A handwritten signature in cursive script that reads "Daniel Swartos".

Dr. Daniel Swartos  
Executive Director