

AGA Chapter Executive Committee Meeting Minutes January 3, 2013

Submitted by Shirley Henry, Immediate Past President

The Chapter Executive Committee for the Nashville Chapter met on Thursday, January 3, 2013, in the 15th floor conference room of the James K. Polk Building.

Attendees

Chapter Executive Committee (CEC) members present: Ray Register, President; Rusty Lacy, President-Elect; Shirley Henry, Immediate Past President; Kay Ulmer, Treasurer; Jerry Durham, David Lannom, Scarlet Sneed, Leigh Anne Hagar, Jacqueline Laws, Joe Waldrum, and Jennifer Whitsel.

Committee members present: Nathan Abbott, Penny Austin, Mason Ball, and Gerry Boaz

Call to Order

Ray Register called the meeting to order at 11:24 a.m.

Agenda

Ray passed out an agenda to everyone.

Minutes

Shirley Henry had previously distributed the draft minutes for the November 1, 2012 CEC meeting, and Bridget Carver had previously distributed the draft minutes for the November 29, 2012 CEC meeting. No one had any changes, and the minutes were considered approved.

CEC Vacancy

Ray noted that we still need to fill the Secretary position. Shirley had obtained a commitment from Sharon Shaneyfelt to finish out the rest of the chapter year. However, Rusty Lacy wanted to see if we could get a commitment from someone to finish out this year and continue on for next year. He noted that the Nominating Committee would be meeting the next day and would try to resolve the issue at that time.

Reports from Officers and Committees

Immediate Past President

Shirley Henry had nothing to report.

President-Elect

Rusty said he did not bring his update of the CRP credits as of December 31, but he had reported the information to National. Shirley reminded him that Penny Austin would need the CRP update for the upcoming newsletter, which he said he would provide. He also said that he was thinking about sending out a member survey to assess how everyone feels about the DoubleTree Hotel as the new meeting venue and about the change in the meeting day. We only signed a one-year contract and could consider a change for next year if desired.

Treasurer

Kay Ulmer had nothing to report.

Accountability Outreach

Gerry Boaz said that he had talked to “Smitty” about doing a Citizen-Centric Report (CCR) for Middle Tennessee State University, and he did not think his graduate students would have time to work on one. He also said that he will talk to Jan Sylvis [F&A] about doing a CCR for the State of Tennessee next week. He also plans to talk to the City of Brentwood.

Awards

no report

CGFM

Jerry Durham reported that he had proclamations in the works from the Mayor of Nashville and also from the state legislature for recognition of CGFM month. He also said that several individuals have contacted him about the CGFM certification.

Community Service

Jacqueline Laws reported that the Nashville Rescue Mission project is scheduled for January 24, and we will be serving in the men’s kitchen. Alla Cox is in charge of that project. She also noted that the Hats, Coats, Socks, and Gloves drive will end on January 31.

Corporate Sponsorship

Gerry reported that he has not been able to confirm the speaker from Oracle for the Winter Seminar, but he is expecting to hear from his contacts this week. He has asked Nathan Abbott to be ready to fill in as needed. He does expect to receive the \$5,000 contribution from Oracle in sponsorship of the Winter Seminar.

Early Careers

no report

Education

Mason Ball thanked Gerry, Nathan, Rusty, and Dan Willis for their help with preparations for the Winter Seminar. He reported that we have 92 registrants so far, and there was discussion about how this compared with previous years. Nathan reported that attendance has been trending down in recent years. Some members thought part of the decline might be due to the lateness in sending out the information. Gerry suggested for next year that the CEC establish a deadline by which information about the Winter Seminar should be sent out.

Mason passed out the agenda for the Winter Seminar and discussed some of the speakers. He also noted that we would have to pay a couple of the speakers this year, and Clint Boucher has been contracted to provide the catering services.

Scarlet Sneed, Kay Ulmer, and Joe Waldrum volunteered to help at the registration tables if needed.

In hopes of boosting registration, Shirley agreed to send out the Winter Seminar flyer to all of the Internal Audit Directors, and Ray said that he would send it out to all of the Fiscal Directors.

There was also some discussion about the possibility of a spring breakfast seminar.

Finance

Leigh Anne Hagar reported that she had individuals lined up to collect the money for the January and February chapter meetings.

Meetings and Attendance

Scarlet Sneed reported that 52 people were signed up for Monday's chapter meeting and she would send out a final notice this afternoon. It was determined that the speaker's topic would qualify for CPE so Scarlet was going to update the notice to reflect that.

Membership

no report

Newsletter

Penny Austin said that the deadline for the next newsletter is January 11 and she hopes to publish by January 25. She encouraged CEC members to submit spotlight articles about themselves for the newsletter. Rusty agreed to write one for the January newsletter, and Kay said that she would do one for February.

Program

Jennifer Whitsel asked Ray to introduce the speaker [AGA National President Evelyn Brown] at Monday's meeting. Gerry suggested that Ray might want to ask Melinda Parton to introduce the speaker if she is coming to the meeting since Melinda is on the National Executive Committee.

Jennifer reported that Deborah Loveless and Justin Wilson will speak at the February meeting, Gerry Boaz is supposed to speak in March, and Melinda Crutchfield is scheduled for April.

Website

Nathan Abbott asked that any updates be sent to him or Dan Willis. Nathan also reported that he had looked into the PCI compliance issue, and in his opinion, it was not worth the gamble right now to pursue the use of the square for chapter events.

Chapter Meeting

Joe Waldrum is supposed to give the invocation.

The head table will include Ray Register, Evelyn Brown, Joe Waldrum, Mason Ball, and possibly Melinda Parton and Richard Norment.

The Education Committee will make an announcement about the Winter Seminar and the regional PDC, and Jacqueline Laws will have community service announcements.

Other Items for Discussion

Shirley asked Rusty and Ray if they had prepared the chapter meeting minutes for September and November and had them posted to the website, as agreed at the previous CEC meeting. Rusty said that he had sent in the September minutes, and Ray said that he would try to get the November meeting minutes in before Monday's meeting. Shirley had prepared the minutes for the October chapter meeting and sent them to be posted to the website as she had agreed to do.

Adjourn

The next CEC meeting was scheduled for Thursday, January 31, 2013, and the meeting was adjourned at 12:24 p.m.