

## **AGA Chapter Executive Committee Meeting Minutes January 4, 2010**

*Submitted by Shirley Henry, Secretary*

The Chapter Executive Committee for the Nashville Chapter met on Monday, January 4, 2010, in the Training Room on the 16th floor of the James K. Polk Building.

Chapter Executive Committee (CEC) members present: Karen Hale, President; Kathy Anderson, Immediate Past President; Melvin, Jones, Jr., President-Elect; Shirley Henry, Secretary; Hellens Tamimi, Treasurer; Patricia Finney, Rusty Lacy, Jennifer Lewis, Tommie Pendergrass, and Sandra Tulloss. Committee leaders present: Nathan Abbott, Ann Collett, Jeff Hughes, and Corey Tester.

Karen Hale called the meeting to order at 11:30 a.m.

### **Approval of the Minutes**

Karen Hale asked if anyone had any changes to the November 30, 2009, minutes, and none were noted. She then asked for a vote from the members in attendance, and the CEC meeting minutes were approved.

### **President's Discussion Item**

Karen Hale announced that CEC Director, Mel Marcella, has a new baby. His son, Ezekiel Gianni, was born on December 31, and Zeke and his mom, Kathy, are doing well.

### **Reports**

#### **Immediate Past President**

Kathy Anderson reported that the 4-page report is almost done, and she will need to get with Karen to discuss final changes.

#### **President-Elect**

Melvin Jones, Jr. reported that he has entered the chapter recognition points for the second quarter, and the total number of points to date is 19,900. He also said that there are probably another 200 points or so that he still needs to post. Melvin stated that he thought the third quarter would be good as far as the number of points based on the activities anticipated. Melvin also requested that committees let him know about any communications with national.

Karen commented on the points which have been earned so far and said that the significance of the points to her is the fact that they reflect the many activities in which our chapter has participated in the first half of the year. She commended all of the committees for the work which has been done.

Melvin also presented the following names as prospective members of the Nominating Committee to select the slate of officers for the 2010-2011 chapter year: Kathy Anderson, Tammy Fruscione, Jennifer Lewis, Rusty Lacy, and Melvin Jones, Jr. as Chair, by virtue of his

position as President-Elect. He indicated that all of those named had expressed a willingness to serve. Melvin noted that Kathy Anderson had been selected at the discretion of the President. Sandra Tulloss made a motion to approve the other prospective members, and Tommie Pendergrass seconded the motion. The other prospective members were approved by the CEC. Melvin said that the committee would try to meet this week to begin their deliberations.

### **Secretary**

Shirley Henry had nothing to report.

### **Treasurer**

Hellens Tamimi discussed the following items:

Status of Cash Receipt Draft Policy - The policy is in the preliminary stages with the Ad Hoc committee. The committee may have a draft to present at the next CEC meeting or possibly the one after that.

Amendment of Policy #5 - AGA luncheon and uncollectible accounts write-offs - Some of the CEC members had not had a chance to review the proposed amendment, which Hellens had e-mailed to members earlier in the day. Some questions were posed and some suggestions were discussed, which Hellens said she would try to incorporate, and then she would provide a revised draft to the CEC members.

Chapter short-term investment - research on rates and term options - The chapter has a \$40,000 CD, which is scheduled to mature on January 13, 2010. The CD is currently at Regions Bank, and Hellens said that she and Tommie Pendergrass have been looking into other possible banks, where we might be able to get a higher interest rate. We also discussed splitting up the amount between current and long-term investments. Hellens stated that she will determine what rates are available on the maturity date and e-mail CEC members on that day regarding approval for her proposal.

Hellens reported that the chapter's net assets as of November 30, 2009, were \$63,459.83.

### **Awards Committee**

Jeff Hughes reported that points through December 1 have been posted to the chapter's website.

Jeff also reported that the Outstanding Award Application has been loaded on the website. If you know of anyone that should be nominated, please feel free to make a submission or pass this information on to those who do. Karen asked about the deadline for application, and Jeff said that it was either the first or second week in April. Jeff said that he will send a reminder notice in the near future.

Jeff announced that the scholarship application has been uploaded. This year the checks will be sent to the school rather than given to the student. The committee decided to do this to help safeguard the chapter. It also allows the schools to properly calculate any "assistance" the students are getting in order to properly award aid.

### **CGFM Committee**

Melvin Jones, Jr., reported that Ron Queen had given him reports on the committee's activities for the chapter recognition points. Sandra Tulloss said that Ron had requested to speak at the March chapter meeting regarding the CGFM. Karen Hale noted that the committee normally sends letters about March being recognized as CGFM month.

### **Community Service Committee**

Shirley Henry reported that nine members participated in the Nashville Rescue Mission community service project, including two of our newest members, and it was a very rewarding experience.

Hellens Tamimi noted that the Community Service Committee needs to transfer \$27.00 from the line item "lunches for speakers and guests" within the Community Service Committee budget to the "Little Soldiers" line item. The committee spent \$126.13 to supplement donations for the Little Soldiers adoptions, but the original budget was only \$100.00. The Treasurer is reimbursing a total of \$126.13 to the two AGA members who purchased the items for the bags needing a little more in them. Hellens said that she would make the line item changes. No formal action was required by the CEC since the funds were all within the Community Service Committee's budget.

Shirley Henry announced that Mel Marcella had sent out an e-mail requesting individuals to let him know if they would maintain a donation site for the hats, coats, and gloves drive. Karen Hale said that she was accepting donations.

Karen inquired about upcoming community service projects. Based on the discussion, we anticipate participating in the Channel 8 fundraiser in March and also doing something with the Make-A-Wish Foundation and the Country Music Marathon.

### **Corporate Sponsor Committee**

Gerry Boaz had asked Shirley Henry to announce that he might have a corporate sponsor for the Winter Seminar, which he thought we would confirm this week.

### **Early Careers Committee**

Jeff Hughes reported that it was probably a "no go" on the Career Fair since there are not many employers hiring right now.

Ann Collett inquired about the Early Career Month, and Jeff said that he should be finding out something about that this week.

### **Education Committee**

Rusty Lacy announced that the audio conference on December 16 had 40 participants.

Rusty reported that as of December 21, 70 people had registered for the Winter Seminar. December 23 was the last day for early registration. Hellens Tamimi said that the last list she had seen had 104 people registered. Rusty said that he is anticipating additional registrants and

the committee hopes to have well over 100 in attendance. Registration will continue up to the day of the seminar.

Rusty also reported that in trying to confirm that individuals who registered as members were in fact members, he discovered ten individuals who had incorrectly been signed up as members of the East Tennessee Chapter and should have been signed up as members of the Nashville Chapter. When their employer, which is in east Tennessee, paid their memberships, they incorrectly assumed these individuals were signing up for the East Tennessee Chapter. The Membership Committee will work with these individuals to get them transferred to our chapter.

### **Finance Committee**

Patricia Finney had nothing to report.

### **Meetings and Attendance Committee**

Tommie Pendergrass had nothing to report. Karen asked if he knew who would be doing the invocation at Thursday's meeting, and Tommie said that was handled by Sharon Barnard and he did not know.

### **Membership Committee**

Ann Collett announced that the committee received nine applications for the Educational Assistance Scholarship for the Winter Seminar, which is the number of scholarships that they had budgeted. She was particularly excited about the Early Careers applicant, who is a full-time student and is also working at the South Central HRA. There is some question about some of the applicants who are with the Comptroller's Office and may be funded by their employer so the committee is monitoring the situation.

### **Newsletter**

Corey Tester requested that all information for the next newsletter be submitted to him by the end of the day on January 12.

Ann Collett suggested including member accomplishments in the newsletter, and Karen thought that was a great idea.

### **Program Committee**

Sandra Tulloss reported that the Chamber of Commerce has provided the name of our January speaker. It is Terry Clements, Vice President of Government and Community Relations for the Nashville Convention and Visitors Bureau. His focus will be on the arguments in favor of the proposed Music City Center (new convention center) for Nashville. The committee provided an article to Corey for the newsletter, and they do expect Mr. Clements to have a PowerPoint presentation, but he will be using his own laptop and projector. Sandra said that this meeting will not qualify for CPE.

Sandra also reported that the committee has confirmed with the Nashville ACFE Chapter for the February meeting/speaker. The speaker will be Agent Scott Augenbaum. He is a supervisory special agent and serves as the cyber crime supervisor in the FBI's Memphis Division. Corey also has a biographical article about Agent Augenbaum. Sandra said that Britt Wood,

President of the ACFE Chapter, would like to handle this year's joint meeting exactly like last year's meeting. If the other committees need to make any other arrangements with Britt or are unaware of how it worked last year, please contact Britt directly. The committee does hope that CPE will be approved for this meeting.

Sandra announced that the March meeting will be a joint meeting with the National Association of Black Accountants, and the committee is working with Eugene Hampton on the arrangements for that meeting. The speaker is supposed to be from Meharry.

Sandra also requested that if anyone has the survey from last year for the spring social, she and Nichole Curtiss would like to get a copy. They are looking for ideas for this year's social with "Mama Mia" being one possibility.

Karen requested assistance from anyone willing to take pictures at the chapter meetings particularly when we have joint meetings so we can better publicize our activities.

#### **Public Relations Committee**

Karen Hale reported that another press release has been published so we have had a total of four published this year.

#### **Website Committee**

Karen Hale inquired about the status of the new chapter website. Nathan Abbott reported that the infrastructure is in place, but neither he nor Dan have had time to transfer all of the information and ensure that all of the links are working.

Karen asked about anticipated announcements for the meeting on Thursday. Ann Collett will make an announcement about the scholarship winners. Rusty may make an announcement about the Winter Seminar. Karen told Melvin that she thought he should make an announcement about the Nominating Committee. Karen lined up the following to join her at the head table at the January 7 meeting: the speaker, either Sandra Tulloss or Nichole Curtiss to introduce the speaker, Kathy Anderson, Ann Collett, and Shirley Henry.

The next meeting was scheduled for February 1, 2010, and the meeting was adjourned at 12:30 p.m.