

MINUTES
AGA Chapter Executive Committee
March 31, 2016

Submitted by Donna Jewell, Chapter Secretary

The chapter Executive Committee for the Nashville chapter met on Thursday, March 31, 2016, in the 16th floor Training Room of the James K. Polk State Office Building.

Present: Penny Austin, President; Angela McElrath-Prosser, President-Elect; Michelle Earhart, Past President; Donna Jewell, Secretary; Gerry Boaz, Accountability Outreach Chair; Michael Winston, CGFM Chair; Emily Gray, Community Service Co-Chair; Pamela Marks, Community Service Co-Chair; Jennifer Whitsel, Corporate Sponsorship Chair; Rachele Cabading, Education Co-Chair; Eddie D'Ovidio, Finance Co-Chair; John Dunne, Meetings Co-Chair; Scarlet Sneed, Meetings Co-Chair; and Nathan Abbott, Website Co-Chair

Call to Order

Penny called the meeting to order at 11:20 a.m.

Minutes

Penny asked if there were any changes to the minutes. Michael motioned that the minutes be approved. Michelle seconded the motion. The minutes were approved.

Reports from Officers and Committees

President

Penny reported that she sent Jeff Hughes a letter stating that it was in the chapter's best interest for him to step down from the Awards committee in light of recent allegations. As a result, his access to the Awards email has been removed. In addition, the national organization has removed him from its membership listing. Penny also indicated that Drew Hawkins has agreed to help with the scholarships subcommittee.

Any points that need to be added for membership participation should be forwarded to Penny until further notice.

Past-President

Michelle reported on the work that the By-laws Committee had performed. On March 23rd, Michelle emailed out the proposed By-laws to the CEC members. The national organization prepared a prototype of chapter bylaws and sent them to all of the chapters. The committee incorporated our chapter's information and objectives into this prototype and received clarification as needed.

At some point, the chapter may need to be incorporated by the Secretary of State; however, until we can finalize whether we are a 501(c)(3) or a 501(c)(6), this may not be possible. Since the records from the IRS showing us as a 501(c)(6) are from 1991, Penny may contact Dennis Dycus, who was president in that year.

Michelle went through the by-laws and we discussed each change as necessary. After the final discussions, Donna moved approval of the revised by-laws; Rachelle seconded the motion. The motion passed.

As noted on the agenda, we must meet the following deadlines:

- a. 3/31 CEC comments on Bylaws (accomplished today)
- b. 4/7 Bylaws committee meets to discuss CEC comments (appears unnecessary)
- c. 4/20 Final Version sent to CEC members (appears unnecessary)
- d. 5/5 CEC members vote on acceptance of new bylaws. (accomplished today)
- e. 5/27 Final version sent to National

At this point, it appears appropriate for Penny to send out the revised by-laws (after Michelle sends her a clean copy) to the membership for approval/adoption.

Michael requested that the email sent to members include when the by-laws would become effective.

As noted in the agenda, Michelle has also received the Certificate of Excellence in Member-Centric Reporting for the 2015 Nashville Chapter. She will post this in the newsletter and on the website.

President-Elect

Angela and the rest of the nominating committee have filled spots for next year's officers. They are as follows:

President-Elect	Britt Wood
Past-President	Penny Austin
Secretary	Donna Jewell
Treasurer	Eugene Hampton II
One-year Directors	Anna Nickell
	Bridget Carver
	Debi Moss
	Emily Gray
	Michael Winston
Two-year Directors	Charlotte Gentry
	Donna Nicely
	Doreen Zientar
	Keevia Battle
	Victor Nwanso

Angela did not have the exact Chapter Recognition Points; however, she plans on submitting them to the national organization today.

Treasurer

Katie was not present at the meeting. As several checks have been written over the past few days with the Regional PDT, Katie will send out the most recent financial statements and report at some point in the near future

Secretary

Donna had nothing to report.

Accountability Outreach

As the PDT finished just yesterday, we do not have final numbers yet. However, Gerry gave us preliminary data. We had 137 attendees with 133 paid attendees and 4 speakers attending. Two corporate sponsors have paid, but the other two have not. However, we have been in touch with both recently. We should receive final billing from Marriott within 7 to 10 business days.

Overall, the comments were good. The speakers were excellent, as was the food. The committee is to be commended for their hard work.

Awards

Penny reported that we have received 4 applications for the Snodgrass scholarship and have not received any for the Fawn Ellis Scholarship.

Penny also reported that several chapter awards have already been submitted to the national organization and the remaining two will be submitted very soon.

CGFM

CGFM month is wrapping up. Proclamations have been obtained from the State of Tennessee and Metro Nashville. March 31st is the deadline to renew CGFM certification. Two CGFMs will have their renewal fee refunded with the drawing being held at the April luncheon.

In addition, the CGFM logo has changed. Michael has requested new lapel pins from the national organization.

Communication

Karen was not present; however, she asked that we remind everyone to submit articles, chapter points, committee news, speaker information and photo, etc. to her no later than April 8th. All email submissions should have the word "Newsletter" as the subject line.

Alexander Warns will be the Spotlight member for April; Emily Gray volunteered for May.

Community Service

Emily reported that she will send out an email about sorting food at Second Harvest. The Elephant Sanctuary and Music City Marathon will be the charities for the next month.

Corporate Sponsorship

Jennifer did not have anything to report.

Early Careers

Alicia was not present, but had indicated earlier that she was trying to plan something for April. Michelle mentioned that Escape Nashville or another similar business now has a few downtown locations and may be a possibility. In addition, Emily indicated that she doesn't live far from downtown and might be willing to host a social. This would also be an opportunity to use some of the remaining supplies from the Hospitality Suite from the PDT.

Education

Rachelle reported that the next webinar will be on April 13th on the DATA Act.

Finance

Eddie D'Ovidio reported who would be collecting funds at Monday's meeting.

Meetings and Attendance

Scarlet reported that we currently have a little less than 90 members signed up for our meeting on Monday. Our meeting is slated for the Tennessee Room of the Doubletree. Pasta will be the menu.

Last month's meeting had 75 reservations; however only 68 showed up. These members either pre-paid through PayPal or will be invoiced as needed.

Membership

Neither Charlotte nor Bridget were present; however, they had sent in a report previously. Current membership as of March 28th is 396 counted members and 404 total members (includes 8 E-members).

In addition, there is currently a five-way tie for the \$100 recruitment prize.

Program

Although Debi and Cindy were not present, they had sent options for the social for our discussion. The best option for networking appears to be a buffet at a Sounds game. The chapter would subsidize a portion of the ticket price. Preferences were for a Friday game or a Thursday game.

If people are counting on the social for membership participation points, it needs to be held prior to April 30th.

Website

Nathan reminded us to send website updates to him and Dan. Nathan will not be at Monday's meeting, so anything related to that meeting should be sent to Dan.

Details for Next Chapter Meeting on April 4th

- ❖ Invocation: Hellens Cruz-Sanchez

- ❖ Head Table:
 - Penny Austin
 - Jim Arnette
 - National President John Homan
 - Michelle Earhart
 - Emily Gray
 - Hellens Cruz-Sanchez

- ❖ Collecting funds:
 - Alexander Warns
 - Brittney Pressley

- ❖ Announcements:
 - Emily Gray – community Service
 - Michael – CGFM promotion for April

As there was no other business, Penny adjourned the meeting at 1:15.

Next CEC meeting: May 5, 2016