

AGA Chapter Executive committee Meeting August 1, 2013

Submitted by Carrie Blair, Secretary

The chapter Executive Committee for the Nashville chapter met on Thursday, August 1, 2013, in the 16th floor conference room of the James K. Polk Building.

Attendees

Chapter Executive Committee (CEC) members present: Rusty Lacy, President; Michelle Earhart, President-Elect; Carrie Blair, Secretary; Kay Ulmer, Treasurer; Karen Hale, Margaret Walker, Andy Furlone, John Dunne, Mike Edwards, Jacqueline Laws, Kandi Thomas, Jennifer Whitsel.

Committee members present: Melissa Boaz, Scarlet Sneed, Chas Taplin, Nathan Abbot, Jennifer Garoutte

Call to Order

Rusty Lacy called the meeting to order at 11:30 a.m.

Agenda

Rusty passed out an agenda to everyone. Attendees introduced themselves and stated their chapter position as well as their day job.

Minutes

Not addressed

Reports from Officers and Committees

Immediate Past President

Ray Register was not present.

President-Elect

Michelle Earhart stated that she would be concentrating on collecting the chapter's points and communicating that to National.

Secretary

Carrie Blair had nothing to report

Treasurer

Kay Ulmer passed out the FY14 Nashville Budget, which had been submitted by the program chairs. Rusty commented that he wanted some discussion on what our goals for the fund balance and how we can best serve the community. Rusty also stated that Kay had been asked to serve a second year partly because it takes so much time to learn the responsibilities. He also stated that he would like for her replacement to be brought in before the term end so that Kay could mentor that person.

Accountability Outreach

Melissa Boaz, standing in for Gerry Boaz, reported that the committee had met in June and had developed a plan for reaching out to different agencies and local governments. Updates and presentations will be forthcoming.

Awards

Mike Edwards had nothing to report. Rusty stated that we need to develop criteria for each award given and the criteria should be posted on the website so that everyone knows what an award is for and how to nominate someone or how to win the award.

CGFM

Jerry Durham was not present.

Community Service

Jacqueline Laws talked about "Upcoming Opportunities". Michelle Earhart asked about the \$2000 budget amount for the PENCIL Foundation. Jacqueline stated that expenses included gift cards and supplies but the biggest expense was the luncheons. Jacqueline stated the budget line "Pencil Foundation" should include "Alex Green Elementary."

Corporate Sponsorship

Jennifer Garoutte reported that they had been in contact with the previous Corporate Sponsorship Committee Chair, Gerry Boaz, and had a list of people/businesses to contact.

Early Careers

Margaret Walker reported that her focus would include increasing membership of early career employees but also providing mentoring to retain those folks in government employment.

Education

Chas Taplin reported that the committee had met and discussed potential speakers and locations for the Winter Seminar which is tentatively scheduled for January 14 & 15, 2014. The TN Tower is being renovated again and may not be available. Alternatives suggested included the Willis Center at the Airport, the War Memorial and Metro's new complex. Chas estimates an increase to \$40,000 from the Winter Seminar based on an increase in cost per person member vs non-member. Margaret Walker commented that the cost and subjects should be considerate of all agencies in order to attract more attendees and possible AGA members. Rusty agreed and said he wanted our chapter to broaden the membership to attract other professional areas such as IT.

Finance

Andy Furlong had nothing to report.

Meetings and Attendance

John Dunne had nothing to report.

Scarlet Sneed reported on luncheon options and ask for suggestions.

Membership

Jennifer Whitsel reported on new membership strategies. Anyone sponsoring a lunch guest will get a \$5 gift card. New members will get a thank you gift bag with organizational information included. Also at this year's luncheons, they will be setting up a table for new membership applications and information rather than it being on each table. Existing membership counts were discussed and Chas asked if the count included Federal employees which Michelle Earhart answered yes based on the summarized information she had created.

Newsletter

Karen Hale reported that she would update Kay on budget amounts. She stated she would include the Education dates when those were available and asked for ideas for improvement to the newsletter. Rusty also asked the committee chairs to submit news articles about the organization and the respective committees. Karen also brought up that a new chapter was being created in the Gulf coastal area and stated that normally national contributes \$500 but they will need more. She made the motion to give \$500 and Scarlet Sneed seconded it. Rusty put that out for a vote and it passed that the Nashville chapter will also contribute \$500 for startup.

Program

Barry Monson was represented by a memorandum to Rusty detailing the chapter luncheon dates, possible speakers and speaker subjects. Karen Hale stated she would email Barry to ask if a speaker had been selected for the September luncheon so she could include it in the Newsletter.

Website

Nathan Abbot

President

Rusty spoke about collaborating with each other to aid in the development of strategic plans and improve the chapter. He asked for suggestions to help rebrand the organization for increased membership. He also stated that he thought awards were very important to get recognition for the people and for the chapter. He stated that the national PDC will be in Nashville year after next and pre-planning will begin on it during this chapter year. Rusty wants names submitted monthly, for someone to highlight on the National website. Rusty will provide the form which should be returned to him and the committee will make the selection.

Adjourn

The next CEC meeting was scheduled for Thursday, August 29, 2013, and Rusty adjourned the meeting at 1:00 p.m.