

**MINUTES**  
**AGA Chapter Executive Committee**  
**August 10, 2016**

*Submitted by Donna Jewell, Chapter Secretary*

The chapter Executive Committee for the Nashville chapter met on Wednesday, August 10, 2016, in the 16<sup>th</sup> floor Training Room of the James K. Polk State Office Building.

Present (voting members in bold): **Angela McElrath-Prosser, President; Penny Austin, Past President; Eugene Hampton II, Treasurer; Donna Jewell, Secretary; Charlotte Gentry, Awards Chair; Michael Winston, CGFM Chair; Emily Gray, Community Service Co-Chair; Keevia Battle, Community Service Co-Chair; Donna Nicely, Early Careers Chair; Doreen Zientar, Program Co-Chair;** Karen Hale, Communication Chair; Rachelle Cabading, Education Co-Chair; Eddie D'Ovidio, Finance Co-Chair; Scarlet Sneed, Meetings Co-Chair; Jennifer Whitsel, Membership Co-Chair; and Nathan Abbott, Website Co-Chair

### **Call to Order**

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

### **Minutes**

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

### **Meeting Venue Discussion**

After much discussion regarding the pros and cons of keeping the meetings at the Doubletree or moving the meetings to the Tennessee Room, Charlotte moved that we keep the meetings at the Doubletree, allow the Meetings and Attendance Committee to determine which meetings should include the chicken or pork options or the buffet options (not to exceed \$32.24 per person per month), and charge the members \$13 per meal. Donna J. seconded the motion and the motion passed. The budget will reflect the \$32.24 per meal cost.

Audio Visual options will be determined at a later time.

Michael suggested that the members be surveyed to determine if a big change in meeting locations was wanted by the members and that the research be done earlier in the year to allow for proper vetting. This survey could also determine whether the members would be willing to pay a higher cost for the meetings as the chapter now currently picks up at least 50% of the costs for all monthly meetings. Doreen also mentioned that the survey might include a question as to why those members who do not attend the monthly meetings choose not to.

### **CGFM Committee**

Michael informed the committee that Melissa Boaz passed the CGFM exam in May. The Study Group for Exam 1 continues to meet and will be taking the exam at the end of the month.

As the study guides have been revised, the budget has also been revised to include the costs of two new sets of study guides for the library.

Finally, Michael suggests that the drawing for the exam subsidy be based on points earned instead of a random drawing. Over the last two years, approximately half of the subsidies awarded have remained unclaimed as those who won the subsidy for one exam or one guide haven't taken advantage of the offer. If the subsidy were based on progress made in preparing for the exam, it might be used more often by the people most prepared to pass the exam.

### **Immediate Past President Report**

Penny reported on the National Board of Directors meeting at the National PDT last month. The amendment to update the ethics policy passed unanimously. In addition, the amendment to allow the National Executive Committee to increase membership dues up to 3% each year based on the Consumer Price Index without the vote of the National Board of Directors passed, but by approximately a 2/3 to 1/3 vote.

Penny also reported that the chapter financial statements had been reviewed by Craig Davis. That evaluation should be on the chapter's website soon.

### **Treasurer's Report**

Current financial statements were distributed before the meeting. Eugene also discussed the need for a Treasurer-Elect as we had amended the By-laws in the previous chapter year to include this position. It was determined that this position should be filled by Britt Wood as President-Elect, as this individual would become Treasurer when Britt becomes President.

Eugene also mentioned that the cost for the Aplos software would be increasing. In the past, it was \$270 for a year; it will cost \$432 for the next year's license.

### **Accountability Outreach**

Although Gerry Boaz could not be present, he did ask that we report that he would be taking part in a conference call with Evie Berry, the AGA Accountability Outreach Coordinator, in September.

### **Awards**

Charlotte asked that committee chairs send points updates to her as soon as possible after they are earned. Committee Chairs should also send a list of committee members to her for consideration.

### **Communication**

Karen needs committee news, speaker information, and dates for meetings as soon as possible. Information for the September newsletter is due no later than September 9<sup>th</sup>. As always, include the word "Newsletter" in the subject line of emails for quick reference.

### **Community Service**

Emily reported that the community service committee is collecting school supplies for August and September. Hands On Nashville Day is September 24<sup>th</sup>.

### **Program Committee**

Doreen asked for speaker recommendations. She and Debi Moss have discussed asking someone to speak on dealing with stress. In order to email out the link for reservations, speaker information should be sent to Scarlet Sneed as soon as the speaker is confirmed.

### **Budget Discussion**

As several committees needed the meeting venue information to establish their budgets, Angela will be compiling the information for the budget and sending it out via email for a final vote.

The first meeting is tentatively scheduled for September 12<sup>th</sup>. As such, the next CEC meeting should be scheduled for September 8<sup>th</sup>.

As there was no other business, Angela adjourned the meeting at 12:15.