

**MINUTES**  
**AGA Chapter Executive Committee**  
**September 8, 2016**

*Submitted by Donna Jewell, Chapter Secretary*

The chapter Executive Committee for the Nashville chapter met on Thursday, September 8, 2016, in the 15<sup>th</sup> floor Conference Room of the James K. Polk State Office Building.

Present (voting members in bold): **Angela McElrath-Prosser, President; Britt Wood, President-Elect; 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; Victor Nwanso, Corporate Sponsorship Chair; Donna Nicely, Early Careers Chair; Anna Nickell, Education Co-Chair; Jai Sawlani, Finance Co-Chair; Bridget Carver, Membership Co-Chair; Debi Moss, Program Co-Chair; Doreen Zientar, Program Co-Chair; Gerry Boaz, Accountability Outreach Chair; Karen Hale, Communication Chair; John Dunne, Meetings Co-Chair; Scarlet Sneed, Meetings 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. Penny moved that the minutes be approved. Donna Nicely seconded the motion. The minutes were approved.

**President's Report**

Angela had emailed a revised version of the budget earlier in the day. Debi moved that the budget be approved; Donna Jewell seconded the motion. The budget was approved.

**President-Elect's Report**

Britt has some questions for Angela about the points calculations and will give us an update on the chapter points at the next meeting.

**Treasurer's Report**

Eugene sent out the financial statements for August. Any questions may be directed to him.

**Accountability Outreach Committee**

Gerry reported that the conference call on Citizen-Centric Reporting has been rescheduled for September 15<sup>th</sup>. In addition, Gerry has been appointed to the National Nominating Committee. The chapter will also get points for his service on this committee.

## **Awards Committee**

Charlotte asks that each committee chair/co-chair give her a committee roster in order to award points for committee membership. This will be an ongoing request throughout the year as more members are added to committee efforts.

In order to encourage more personal involvement with the Project Pencil, Melvin Jones would like to see two points given for each occurrence of volunteering or tutoring at Alex Green Elementary School. Currently, for this year-long volunteer opportunity of Project Pencil, one point is given for a money donation, one point is given for a supplies donation, one point per occurrence is given for tutoring or volunteering, and one point is given for maintaining a donation box per year. For our other annual volunteer projects, 3 points are given for active involvement. No maximum is currently set for the number of times a point may be given for activity at Alex Green. After much discussion, Charlotte moved that 3 points be given for each occurrence of volunteering at Alex Green. Britt seconded the motion. The motion passed.

In addition, Charlotte agreed to draft a revision to Policy 7 and to compare the points on various spreadsheets to ensure consistency with the Policy.

Numerous awards are available by the AGA for leadership excellence in a variety of areas relative to governmental financial management. A complete list is available on the agacgfm.org website at <https://www.agacgfm.org/Membership/Connect/Awards-Recognition/National-Leadership-Awards-and-AGA-National-Awards.aspx>. The Einhorn-Gary Award is one of those, for which Penny Austin has noted a suggestion by Jim Arnette that the Department of Audit could be nominated for that award. Penny has volunteered to help put together the nomination materials for this.

Charlotte also asks that we review the other awards which are listed and consider putting forth nominees from our own experience.

## **CGFM Committee**

Michael informed the committee that Laura Seaman passed the CGFM exams and is awaiting her award letter. The Study Group for Exam 1 has completed its review and are currently taking the exam.

Michael also reported that three or four people have already expressed interest in a study group for Exam 2.

## **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 16<sup>th</sup>. As always, include the word "Newsletter" in the subject line of emails for quick reference.

## **Community Service Committee**

Emily reported that Hands On Nashville Day is September 24<sup>th</sup>. We will be at Apollo Middle School. Volunteers may want to bring their own tools. School supplies will also be collected at the next meeting.

Keevia will be organizing October's community service project. It will be at the Nashville Rescue Mission on October 27<sup>th</sup>.

## **Education Committee**

Anna reported we will be sponsoring (with the Department of Audit) 10 different webinars this year at a cost of \$80 less than what we paid last year. The first webinar will be September 14<sup>th</sup>.

They have tentatively scheduled the Winter Seminar to be in the Tennessee Room on January 25 – 26. The date that they had originally planned on the Fall Breakfast is the same day as the Tennessee Government Leadership Seminar, so that date will probably change.

If anyone has suggestions for topics or speakers, please contact Anna or Rachelle.

## **Meetings and Attendance**

John reported that we currently have around 100 people signed up for the meeting on Monday. Our menu will be the chicken option and we will be in Salon E on the 2<sup>nd</sup> floor of the Doubletree.

Michael asked about the Audio-Visual needs for the first meeting. Nathan will be taking over the laptop and the speaker and we will be using the hotel's screen.

## **Membership Committee**

Bridget reported that we currently have 354 members. We will be giving away \$10 gift cards as incentives for sponsoring new members and a \$100 prize for the member who sponsors the most new members between May and December.

## **Program Committee**

Debi reported that Jim Arnette will be speaking at our first meeting. Michelle Earhart, former chapter president, will be the speaker for October and her topic will be Financial Integrity Act Compliance. The Regional Vice President, Jannett Bradford, will be speaking in October on Risk Management. Debi also asked about interest in the new state law establishing an executive internal auditor for the Cabinet-level agencies in the State. Most CEC members agreed that it would be a good topic.

Debi reported that she would like to have CPE offered at as many meetings as possible and asked if any meetings should not be considered for CPE. Donna Jewell mentioned the May awards luncheon; Karen mentioned the December meeting might be more holiday-themed.

## **Website Committee**

As always, we need to send our website updates to Dan and Nathan. Michael asked Nathan about the status of moving to the National Organization's websites established for all of the chapters. Nathan reported that the first chapter is going live this month. We are scheduled to go live in February. However, as we have already paid to have the domain open for the entire year, we may wait until the next chapter year to make the transition.

## **New Business**

Eugene asked Britt if a Treasurer-Elect had been appointed. Britt indicated that she is currently looking for one.

Angela and Karen reported on the recent regional phone call. Our region received two platinum awards and one gold award at the PDT. Regional has also asked that our information be updated for the website. Angela has already sent that information in.

A chapter in Georgia did not file their IRS paperwork and has lost their status as a charitable organization. Because of this and the continued discussion over being a 501(c)(3) vs. a 501(c)6, National is continuing to pay close attention.

There will be a regional PDT this year. It will be on April 6 – 7 in Jekyll Island, Georgia.

## **Details for Next Chapter Meeting on September 12th**

- ❖ Invocation: Scarlet Sneed
  
- ❖ Head Table: Angela McElrath-Prosser  
Jim Arnette, Speaker  
Mrs. Arnette  
Nathan Abbott  
Britt Wood  
Keevia Battle
  
- ❖ Introduction of Speaker: Nathan Abbott
  
- ❖ Collecting funds: Edward D'Ovidio  
Jai Sawlani
  
- ❖ Announcements: Emily – Hands On Nashville  
Rachelle – September 14<sup>th</sup> Webinar  
Michael – CGFM  
Angela – new points for Alex Green volunteers

The next CEC meeting is on September 28<sup>th</sup>.

As there was no other business, Angela adjourned the meeting at 12:13