

AGA Chapter Executive Committee Meeting Minutes

October 3, 2011

Submitted by Mary Anne Queen, Secretary

The Chapter Executive Committee for the Nashville Chapter met on Monday, October 3, 2011, in the 15th floor conference room of the James K. Polk Building.

Attendees

Chapter Executive Committee (CEC) members present: Shirley Henry, President; Ray Register, President-Elect; Melvin Jones, Jr., Immediate Past President; Mary Anne Queen, Secretary; Kayla Shewcraft, Treasurer; Keevia Battle, Hank Clay, Cynthia Setters, Corey Tester, David Lannom, Valerie Oliver, and Scarlet Sneed.

Committee members present: Ellen Dunkin, Karen Hale, Eugene Hampton, and Hellens Tamimi.

Call to Order

Shirley Henry called the meeting to order at 11:18 a.m.

Agenda

Shirley had e-mailed the agenda to everyone earlier in the day and asked them to print out the agenda and bring it to the meeting with them. She offered copies of the agenda at the meeting to anyone who did not bring a copy.

Minutes

The Secretary had previously distributed the draft minutes of the August 29, 2011 CEC meeting, and she made the one change that Rhonda Williams had requested. No one had any other corrections. The revised minutes were considered approved.

Reports from Officers and Committees

Officers

Immediate Past President Melvin Jones, Jr. reported on the evaluation report and on the receipt of a \$3,000 check from National for their Make-a-Wish match). We are still owed \$520 from National. Scarlet Sneed recognized Britt Wood for doing the chapter's evaluation and report for three years in a row.

President-Elect Ray Register provided the first quarterly Chapter Recognition Program (CRP) report with 9,225 points broken down as:

Chapter Leadership, Planning and Participation	2,350
Education and Professional Development	1,350
Certification	375
Communications	1,800
Membership	1,000

Accountability	750
Community Service	1,600
Awards	-

Secretary Mary Anne Queen had nothing to report.

Treasurer Kayla Shewcraft provided the Statement of Activities for the period July 1 – September 15, 2011. Total revenues were \$1,315.00. Total expenses were \$3,737.57.

Accountability Outreach

Karen Hale completed the chapter's Citizen-Centric Report (CCR) for 2010-2011, and the report is available on the chapter website. Shirley thanked Karen for all of her work on compiling the CCR for our chapter. Karen reported that no press releases had been published to date. Chas Taplin (Accountability Committee) and Joe Waldrum (Early Careers) participated in the Meet the Firms event at TSU.

Awards

Chair Jeff Hughes had no report. Shirley reported that Jeff is working on one National Award nomination.

CGFM

Chair Jerry Durham was unable to attend, but he submitted the following report.

Goal: To increase the number of finance professionals becoming CGFM holders by marketing the service mark, by assisting potential candidates in attaining certification, and by supporting current CGFMs.

Strategies

- Aggressively market the value of the CGFM to governmental employers, especially state agencies that are not actively promoting the CGFM designation, and the public.
- Encourage employers to use the CGFM among qualifications for employment and promotion.

Progress Report

I have personally contacted Richard Norment, Director of the Department of Audit. He has agreed to contact Comptroller Wilson and to issue a memo to department staff about the CGFM designation. I have made personal contact with three other Commissioners of state agencies. I have met with Rebecca Hunter, Commissioner of the Department of Human Resources, concerning promoting the CGFM designation among the state agencies. She was very receptive to my suggestion to make CGFM a preferred hiring designation for certain positions. In the process, I was able to encourage her to speak to us at the November luncheon. She is a CGFM and my understanding is that her speech will address personal designations.

Strategy

- Actively support attainment of the CGFM through review classes and direct study groups.

Progress Report

I have obtained study guides from the previous CGFM Chair. I have discussed the CGFM classes with both Gerry Boaz and Ron Queen. Ron has agreed to provide the PowerPoint presentations previously utilized. I have been able to line up three instructors for the CGFM classes and am in the process of deciding how those courses should be taught.

Approximately 10 people have indicated a desire to take the exam to date.

Plans

- Need to update the Website.
- Order new study guides.
- Offer promotional incentives to those considering taking the CGFM exam.

Community Service

Chair Tammy Fruscione was not present, but she had asked Shirley to announce the following activities:

Project Pencil

We continue to collect supplies and monetary donations for Alex Green. Tammy will make a drop the second or third week in October. Monetary donations can be given to Kayla Shewcraft.

Breast Cancer Walk

In October, we will be participating in the Breast Cancer Walk. Rhonda Williams is heading this up and will be sending out information on this. She may have more information at the CEC meeting.

A Kid's Place

During October, our chapter will be collecting monetary donations for A Kid's Place Child Advocacy Center in Lawrenceburg, Tennessee. All donations will be matched dollar for dollar up to \$500 by the local chapter. A Kid's Place serves abused children from Wayne, Lawrence, Giles, and Maury Counties, and their case load has been on the rise with them seeing over 200 children a year. Donations can be made through the chapter's AGA website Google pay option, given to a member of the committee, or mailed to AGA Nashville Chapter, PO Box 198025, Nashville, TN 37219-8025 (make check payable to AGA Nashville Chapter).

David Lannom reported on the September 10 Habitat for Humanity project. The chapter had three volunteers. David expressed appreciation to Scarlet for making sure the volunteers had lunch. Shirley suggested that an article (and photos) should be submitted to the newsletter.

Corporate Sponsorship

Chair Gerry Boaz was unable to attend and had no report.

Early Careers

Chair Ellen Dunkin said that the Early Careers member who attended the Meet the Firms event at TSU had the following suggestions for the next event: the chapter should have a banner set up, should provide a sign-in sheet, and should also have a laptop with a slide show.

Ellen asked for input regarding starting a mentor program for next year. Karen Hale said that Randy Kinnersly had created a template several years ago and suggested that Ellen contact someone from the CGFM Committee for a copy of the template. Shirley expressed her willingness to participate in a mentor program.

Ellen said that she is contemplating getting a group together for something like Sips and Strokes, Wine Easel, or Pottery Painting. Hellens Tamimi said that the Program Committee was also planning to schedule a networking event.

Ellen said that she had spoken with Jennifer Whitsel and Hank Clay about getting the Facebook page active again. Jeff Hughes told her about the Case Challenge that college students may participate in. Ellen sent out e-mails to certain colleges and universities, and some indicated interest.

Ellen asked about the scholarship that her committee provides. There was general discussion that it was last given pursuant to a drawing because so many people applied. Ellen was advised to contact Jennifer Lewis and to check previous years' minutes about how the drawing was handled previously.

Education

Co-Chair Corey Tester announced that October 18 will be the Fall Breakfast Seminar. The speaker will be from the FBI and will speak on financial crimes. The breakfast will be at the Doubletree Hotel.

Corey reported that the consensus is to hold the Winter Seminar during the week prior to the free CFE event. Therefore, the Winter Seminar is scheduled for January 18 and 19. On January 20, we think that Oracle will be sponsoring an event similar to last time, which was a workshop on Edison and had good attendance. Oracle is providing \$5,000 toward the Winter Seminar. Gerry is working with Stephanie Dedmon and Jan Sylvis on the Oracle event.

Finance

Keevia Battle had no report. Shirley announced that the 2010-2011 Chapter History Report has been completed, and she expressed thanks to Keevia for her help in compiling information for the report. The report was submitted to the RVP, SVPRS, and National Office and was posted to the chapter website.

Shirley asked about the chapter's tax return, and Keevia said that she is working on the return.

Meetings and Attendance

Co-Chair Scarlet Snead said that 92 attended the September meeting and two were billed as no shows. The meeting for Thursday has 52 reservations. Scarlet explained that there are continuing issues regarding registration for chapter meetings via the website. The reservation

deadline for chapter meetings has been moved up at the City Club's request. Scarlet communicated to the City Club that the chapter would like to continue to have a buffet. She also looked at the contract to confirm that the chapter has to meet a minimum number of reservations to have the buffet. Scarlet raised the issue of guests who are no shows. Policy 5 is the AGA Luncheon Policy (revised March 1, 2010). Hellens said that she would provide the latest draft of the policy for consideration of any revisions that may be needed.

Membership

Eugene Hampton reported that as of October 3, 2011, the chapter has 335 members (the meeting agenda erroneously stated there were 355 members). The chapter has a goal of 36 and a half new members. Eugene further stated that there is some discrepancy on the National level about the number of members the chapter currently has.

Eugene also reported that the chapter has four new members since the previous CEC meeting:

Eric Crawford, TN Department of Audit, sponsored by Scarlet Sneed
Divon R. Crutchfield, TN Department of Audit, sponsored by Scarlet Sneed
John C. Dunne, TN Department of Audit, sponsored by Sharon Shaneyfelt
Robert Fox, TN Department of Audit, no sponsor

Three were designated as Early Career members. There was discussion that we also thought John Dunne could have joined as an Early Careers member. Eugene said that John could check with National about that.

Newsletter

Penny Austin was unable to attend but asked Shirley to announce the following:

Please remember that any items for the October newsletter are due to Penny by Friday, October 7, 2011.

If you want anything in the September newsletter to be republished in the October newsletter, please let Penny know by October 7.

Program

Co-Chair Hellens Tamimi reported that the speaker for our October meeting is AGA National President, Dick Bunce, who will provide an update on AGA activities. He will have a Power Point presentation and will need the equipment set up. President Bunce's charity of choice is the AGA Community Service Fund. Richard Norment will introduce President Bunce.

The speaker for December could be the Tennessee First Lady, but she has yet to confirm.

Hellens announced that the committee is planning a networking activity in mid-November at the Frist Center. An alternative event would be an event at Strike and Spare. In the spring, the committee plans to have a reception.

Website

Neither Dan Willis nor Nathan Abbott was present, and no report was provided.

Chapter Meeting

The next chapter meeting is scheduled for Thursday, October 6.

Cynthia Setters said that she would provide information to Shirley following the CEC meeting regarding the invocations. The Head Table will consist of Shirley Henry; Dick Bunce, Speaker; Linda Bunce, wife of speaker; Richard Norment; Ray Register; and Ellen Dunkin.

Announcements at the chapter meeting will be made by Shirley Henry for the Community Service Committee, Hellens Tamimi for the Program Committee, and Corey Tester for the Education Committee.

There will be two drawings at the chapter meeting (one for the \$25 door prize and one for a free chapter meeting lunch).

Other Items for Discussion

Shirley asked if there were other items that needed to be discussed. There were none.

Adjourn

The next CEC meeting was scheduled for Monday, October 31, and the meeting was adjourned at 12:15. Shirley adjourned with the following quote for the 2011-2012 Leadership Team:

“I’m a great believer in luck, and I find the harder I work, the more luck I have.”

--Thomas Jefferson
Third president of the U.S.