

MINUTES
AGA Chapter Executive Committee
December 3, 2015

Submitted by Donna Jewell, Chapter Secretary

The chapter Executive Committee for the Nashville chapter met on Thursday, December 3, 2015, in the 16th floor Training Room of the James K. Polk State Office Building.

Present: Penny Austin, President; Angela McElrath-Prosser, President-Elect; Donna Jewell, Secretary; Gerry Boaz, Accountability Outreach Chair; Michael Winston, CGFM Chair; Karen Hale, Communication Chair; Pamela Marks, Community Service Co-Chair; Emily Gray, Community Service Co-Chair; Jennifer Whitsel, Corporate Sponsorship Chair; Alicia Reynolds, Early Careers Chair; Eddie D'Ovidio, Finance Co-Chair; John Dunne, Meetings Co-Chair; Scarlet Sneed, Meetings Co-Chair; Bridget Carver, Membership Co-Chair; Charlotte Gentry, Membership Co-chair; Debi Moss, Program Co-Chair; and Dan Willis, Web Co-Chair

Call to Order

Penny called the meeting to order at 11:22 a.m.

Minutes

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

Reports from Officers and Committees

President-Elect

Angela has updated the Chapter Recognition Points:

Our Current Standings as of 12/01/15:

<u>Chapter Recognition Section</u>	<u>Points</u>	<u>Maximum</u>	<u>Percentage</u>
Chapter Leadership, Planning & Participation	2850	3,000	95%
Education & Professional Development	2250	4,000	56%
Certification	1550	4,000	39%
Communications	2850	3,000	95%
Membership	3900	4,000	98%
Accountability	700	2,000	35%
Community Service	2000	2,000	100%
Awards	200	1,000	20%
Totals	16,300	23,000	71%

Treasurer

Although Katie Armstrong was not present, she had provided financial statements earlier in the day. Penny stated anyone with questions about the financial statements should contact Katie. In addition, Penny could collect any RFPs and pass them along to Katie.

Secretary

Donna had nothing to report

Accountability Outreach

Penny indicated that the budget for the Regional PDT may need revision in the near future because hotel costs, among other things, have now been identified.

Awards

Jeff Hughes was not present. However, Penny was able to report that our chapter had nominated two individuals for national awards. State Audit Director Deborah Loveless has been nominated for the William R. Snodgrass Distinguished Leadership Award, and Commissioner Rebecca Hunter has been nominated for the Excellence in Government Leadership Award.

CGFM

Michael reported that the subsidy drawing held at the November luncheon selected the four winners to receive exam subsidies. He also reported that last year's subsidies expired on October 31st. As a result, \$496 from the CGFM budget may now be freed up for other uses.

Communication

Karen asked that each committee send her relevant information for inclusion in the newsletter. The deadline for the next newsletter is December 11th. Angela had previously agreed to submit her bio for this month's (December) member spotlight; Debi will be next month's featured member.

Karen also reminded us that any newsletter submissions should have the subject "Newsletter."

Community Service

Monday, December 7th, will be the last day to donate items for the Hats, Coats, and Gloves drive. Scarlet will be taking the donated items at some point after the lunch meeting.

This month's community service project is Lil Soldiers. The focus will be new or gently used books.

Alex Green Elementary has also requested volunteers for a Christmas party for those children who reside in hotels or are homeless.

January's charity of choice will be "End Slavery."

Emily will send an email to the membership reminding us of these opportunities.

Corporate Sponsorship

Jennifer has contacted Amy Johnson at Becker and is currently waiting on a reply. They have offered Becker the opportunity to exhibit information at both the Winter Seminar and the Regional PDT.

Gerry also has reached out to a few possible leads for sponsorship and will report back.

Early Careers

Alicia stated that she is going to plan a social event for Early Careers members some time in January.

Education

Dan reported on behalf of the Education Committee. The Fall Breakfast was a great success.

Registration for the Winter Seminar is already on-line. The Winter Seminar will be held in the Tennessee Room at the Snodgrass Building. A flyer with registration details will be going out very soon.

The next webinar will be in late January.

The National AGA President is slated to speak at the April meeting.

Finance

Eddie reported that the 2014 tax return as a 501(c)(3) was submitted and was rejected by the Internal Revenue Service. As a result, they have filed for and were granted a three-month extension and will re-submit the return as a 501(c)(6) before the revised February 15, 2016 deadline.

Meetings and Attendance

Scarlet gave a recap of the October Meeting. Actual attendance was 91, with 5 first-time guests. Two free lunch certificates were used.

For the December meeting, we currently have 93 people signed up. The meeting currently is scheduled to be held in the Cumberland North Room. The menu will be pasta this month.

Debi asked about wireless microphones for speakers. The Doubletree charges \$50 for use of microphones other than the podium microphones.

Scarlet also mentioned that the chapter will receive a credit for the food delivery for the meeting today. She reminded us that we should let her know if there are any problems noted with the food received for the meetings.

Membership

Charlotte stated that our goal is to have 400 members by 1/1/16. Our current membership is 376 counted members including 18 new members since May 1, and 384 total members including 8 E-members.

The current recruitment incentive will expire on December 31st. We currently have an eleven-way tie for sponsoring the most members. However, one of the sponsors listed has not been identified as a Nashville Chapter member.

Program

Debi asked about the planning of the spring social. Since the survey results in the past have indicated that chapter members prefer a Sounds game, she will start planning another outing to the baseball stadium.

Dan reported that he has already received the speaker's presentation and will have that set up for Monday's meeting.

Website

Dan asked that we send website updates to him and Nathan.

Details for Next Chapter Meeting on December 7, 2015

- ❖ Invocation: to be determined

- ❖ Head Table: Penny Austin
John Dunn, Speaker
Jim Arnette
Invocation speaker
Alicia Reynolds
Karen Hale

- ❖ Introduction of Speaker: Jim Arnette

- ❖ Collecting funds: Alex Warns
John Lee

- ❖ Announcements: Charlotte - \$100 incentive for most recruits for May through December 31st
Emily – Community Service
Rachelle – Winter Seminar

As there was no other business, Penny adjourned the meeting at 11:58.

Next CEC meeting: December 17, 2015