

AGA Chapter Executive Committee Meeting Minutes August 6, 2009

Submitted by Shirley Henry, Secretary

The Chapter Executive Committee for the Nashville Chapter met on Thursday, August 6, 2009, in the Training Room on the 16th floor of the James K. Polk Building.

Chapter Executive Committee (CEC) members present: Karen Hale, President; Kathy Anderson, Immediate Past President; Shirley Henry, Secretary; Hellens Kruszynski, Treasurer; Patricia Finney, Eugene Hampton, Jane Lacy, Rusty Lacy, Jennifer Lewis, Mel Marcella, Tommie Pendergrass, Julie Rogers, and Corey Tester. Committee leaders present: Gerry Boaz, Ann Collett, Jeff Hughes, Ron Queen, Sandra Tulloss, Rhonda Williams, and Daniel Willis.

Karen Hale called the meeting to order at 11:30 a.m. and distributed the agenda.

Karen said that she would like to meet with most of the committees to talk about their plans for the year, and she will contact the chairs about scheduling the meetings.

Approval of the Minutes

Tommie Pendergrass made a motion to approve the June 30, 2009, CEC meeting minutes, and Sandra Tulloss seconded the motion; the minutes were approved.

Reports

Immediate Past President

Kathy Anderson reported that Britt Wood has almost completed her review of the financials. Kathy also said that she is working on the chapter's annual report, which will be in a citizen centric format.

President-Elect

Melvin Jones was unable to attend, but Karen said that he would be sharing his information with everyone.

Secretary

Shirley Henry requested that the committee reports for each CEC meeting be e-mailed to her a week before the meeting so she can compile the information and get it out to CEC members prior to the meeting.

Treasurer

Hellens Kruszynski passed out the "Request for Payment" form, which committee chairs should use to request disbursements for AGA expenses.

Hellens presented the "Request to Establish Change Fund for 2009-2010" and requested approval from the committee. Kathy Anderson made a motion to approve the request, and the motion was seconded by Rusty Lacy. The request was approved.

Hellens also presented the Proposed Budget for 2009-2010, which she had compiled based on the proposals the committee chairs submitted. After discussions concerning the overall budget, which showed an unfavorable change in net assets of (\$17,198.40), and discussion of some of the specific line items, the committee decided to defer approval of the final budget until the next CEC meeting.

Awards Committee

Jeff Hughes reported the following:

Fall National Award nominations will be due in a few months. The following awards are available for us to nominate someone:

Federal Leadership Awards:

- Distinguished Federal Leadership Award
- Elmer Staats Award
- Andy Barr Award

State and Local Government Leadership Awards:

- Excellence in Government Leadership Award
- William R. Snodgrass Distinguished Leadership Award
- Distinguished Local Government Leadership Award
- Private Sector Financial of Excellence Award

Jeff also talked about the ‘Points Policy,’ which he had e-mailed to members prior to the meeting. After some discussion, the committee decided to allow more time for the various committees to review the point structure, and Karen Hale asked the Awards Committee to try and finalize it by the next CEC meeting.

CGFM Committee

Ron Queen commended Karen Hale for having the CGFM certification included in a job description. Ron also stated that the committee plans to continue to support the current CGFMs and to encourage others to seek the CGFM certification. He also said that his committee could use some additional members.

Community Service Committee

Julie Rogers reported that the Habitat for Humanity project will be on September 19, 2009, and Ray Register is organizing that effort. The committee will be sending out an e-mail in August and putting something in the newsletter to try to raise awareness.

Julie also noted the lack of response to many of the community service projects last year and stated that it is often difficult to get volunteers. She asked for suggestions to increase member involvement. Some of the ideas put forth by CEC members included: promote more family-friendly activities such as the zoo walk; send out more reminders; if enough people don’t sign up to participate, call people; and if possible, get individuals who have a personal interest in a particular cause to talk about it to chapter members.

Julie also talked about the budget for her committee and said that they might reevaluate the way the funds are allocated among the various projects.

Corporate Sponsor Committee

no report

Early Careers Committee

Jeff Hughes talked about the third Case Challenge, which is scheduled for October, and stated that he is planning to contact area schools looking for those that would like to participate.

Education Committee

Rusty Lacy reported that the first of eight planned audio conferences is scheduled for next week. He also stated that his committee is planning for the winter seminar and considering a breakfast CPE event.

Finance Committee

Patricia Finney inquired about the status of the "Record Retention Policy," and Ann Collett stated that she and Gerry Boaz are still working on the draft policy. They will check with committee chairs to discuss the types of records they have and what their retention needs are.

Karen Hale inquired about the storage capacity that we have on the chapter's website and what kind of items should be on the website. Dan Willis responded that he thought we should have adequate space and he can set up a separate area for each committee.

Meetings and Attendance Committee

no report

Membership Committee

Ann Collett reported the membership numbers as of 7/29 - 6 new members, 338 members total. She noted that at least 12 of the suspended members have renewed, and her committee will send out an updated list of suspended members for follow-up. She also stated that national's goal for our chapter this year is 38 new members.

Ann also reported that the committee consists of three members so far - Jennifer Lewis and Ann Collett, co-chairs, and Terry Mason, and the committee plans on recruiting a few more members. The committee had met to discuss their plan for the year, and Ann discussed the following items they wanted the CEC to consider:

- The plan includes a new item on educational assistance. The committee would like to develop a plan in conjunction with other committees to assist some current and/or new members in attending chapter educational events. Because many agencies have reduced their training dollars, we would like to help those who otherwise would not be able to attend. We would like to begin some discussion on this regarding establishing eligibility, how many people and dollars, etc. This also would be something we can promote as

another benefit of chapter membership. They have proposed \$1,000 in the budget for this.

- The committee would like feedback from the CEC regarding eligibility of committee members for the membership incentive prizes.

On the first item, Karen Hale requested that Ann send something out to CEC members for consideration prior to the next meeting.

On the second item, there was a general consensus that the members of the membership committee should not be eliminated from eligibility.

Newsletter

Corey Tester requested that items for the newsletter be submitted to him by the end of the day tomorrow.

Program Committee

Sandra Tulloss reported the following:

Monthly Luncheon Meeting Speakers

The following meeting speakers/themes have been scheduled as of 8/5/09:

- September: Becker Professional Education re Value of Professional Certification, including CGFM
- October: (open)
- November: Little Soldiers first half (second half open)
- December: holiday
 - Researching into office grade holiday party ideas
 - Music idea: contact Belmont among others
- January: (open)
- February: joint meeting with the ACFE - speaker is Scott Augenbaum, Supervisory Special Agent, FBI, CyberCrime Squad
- March: joint meeting with the Nashville Chapter of the National Association of Black Accountants (Eugene Hampton is working on speaker; Ron Queen has also requested to speak regarding CGFM month)
- April: Sue Graham, AGA Regional VP, re IT Auditing; any post-CGFM month business
- May: social meeting

Speakers in process:

- Melvin Jones (possibly use for half in November assuming next two don't happen)
- Convention Center financing (Ron Queen supplied name and agreed to contact)
- Nashville Vice Mayor Nabors (received name from Phil Carr; holding off contacting until financing speaker month is set)

Speakers who declined/otherwise are out:

- Nissan - declined
- Representative Dale Ford - charges \$5K, but still working on another way

Social/Network Events

The Early Career and Program Committee chairs have agreed to cooperate on social, network events. The Program Committee had envisioned two social events prior to working with the Early Career committee. The combined committees have not committed to a goal, yet.

However, all committee chairs agreed that forming a subcommittee would be useful. Given input at last CEC meeting, we will be putting out a call to the general membership at the first (September) meeting as we hope some members will be willing to serve on the subcommittee.

Hellens Kruszynski volunteered to serve on the subcommittee, and Ann Collett said that the Membership Committee would like to be involved in the cooperative effort.

Public Relations Committee

Karen Hale reported that one press release has been published since the new program year began.

Website Committee

Dan Willis stated that they are still working on the revamp of the chapter website and that any updates should be sent to him.

Karen Hale requested that each committee review their information on the website to be sure that all is correct and up-to-date.

Karen also stated that she would like to have some kind of calendar of events on the front page to provide a ready reference and also a reminder of upcoming events. Dan stated that he would be happy to set it up, but he would have to rely on the individual committees to provide the necessary information to him to keep it up-to-date.

The next meeting was tentatively scheduled for August 31, and the meeting was adjourned at 1:05 p.m.