

## **AGA Chapter Executive Committee Meeting Minutes August 18, 2010**

*Submitted by Debra Bloomingburg, Secretary*

The Chapter Executive Committee for the Nashville Chapter met on August, 18, 2010, in the training room on the 12th floor of the Andrew Jackson Building.

Chapter Executive Committee (CEC) members present: Melvin Jones, Jr., President; Shirley Henry, President-Elect; Karen Hale, Immediate Past President; Debra Bloomingburg, Secretary; Scarlet Sneed, Treasurer; Keevia Battle; Hank Clay; Cynthia Setters; Corey Tester; Rhonda Williams; Eugene Hampton; and Sandra Tulloss. Committee leaders present: Gerry Boaz, Tammy Fruscione, Sandra Patterson, Hellens Tamimi, Tammy Thompson, and Daniel Willis.

Melvin called the meeting to order at 11:48 a.m.

### **Approval of the Minutes**

Cynthia Setters made a motion to approve the August 5, 2010, CEC meeting minutes, and Scarlet Sneed seconded the motion; the minutes were approved.

Melvin requested that all committee chairs submit their proposed budgets to Scarlet and himself by Friday, August 20, 2010. Please highlight and explain any changes to the budget. Melvin will then send the proposed budgets to all CEC members so we can review the budgets and be ready to vote on them at the next CEC meeting.

### **Reports**

#### **Immediate Past President**

Karen Hale had no report.

#### **President-Elect**

Shirley Henry reminded us to keep the Chapter Recognition Points in mind and to her inform her of any activity that would earn points.

#### **Secretary**

Melvin discussed the need to send a reminder about a week before the CEC meetings and ask for committee reports from the committee chairs so the agenda can be more comprehensive.

#### **Treasurer**

Scarlet Sneed asked for clarification on why we donate to GASB. However, no current member of the CEC knew the history of the annual donation to GASB.

#### **Awards Committee**

Rhonda Williams reported that the awards committee wants to award two William R. Snodgrass Scholarships this year: one for \$1,500 and another for \$750. They also want to change the membership incentive to \$1,400 and member awards to \$350.

Rhonda also reported that the point structure has been approved and sent to Dan Willis to post to the website.

### **CGFM Committee**

Ron Queen will submit his budget, which is similar to last year's.

### **Community Service Committee**

Tammy Fruscione passed out a copy of the community service budget that includes a listing of most of the projects. Some of the projects were highlighted, which indicated those projects that the National Office will match dollar for dollar.

Tammy also said that she sent information to update the website and an article for inclusion in the newsletter.

Sandra Tulloss reported that we have hit our goal of 6 walkers signed up for the Alzheimer's Memory Walk that will be held in September. The goal was somewhat low since this is the first year for this project. However, we can always exceed our goal and no limit is placed on the number of members who can participate.

Hank Clay asked about the WNPT T-shirts budget line item and whether T-shirts might be something the chapter might purchase and keep each year so that once an adequate inventory of shirts is built up, the chapter will not have to spend money year after year. Additionally, the chapter could use these shirts for other service events. Others in the meeting also suggested that individual members might wish to purchase shirts on their own to wear to these events and others.

### **Corporate Sponsor Committee**

Gerry Boaz plans to meet with his committee to finalize the sponsorship structure. Once the structure is finalized, he will send it to the CEC for feedback.

### **Early Careers Committee**

Hank Clay commented that, as a new AGA member last year, he was not aware of any opportunities to join a committee. He suggested that committee chairs reach out to new members and early career members to encourage them to join a committee.

Melvin would like to send an e-mail to all members encouraging them to become involved in one or more of the committees. This e-mail would include a listing of the committees and committee chairs.

Hank reported that the committee continues to have regular get-togethers.

Eugene Hampton mentioned a meet-the-firms event that Tennessee State University will be holding. The CEC is interested in finding out more about and participating in this event.

### **Education Committee**

Corey Tester passed out a copy of the education committee budget. He mentioned that he could use a couple more members on the committee. The committee has started discussing the Winter Seminar.

The next event is an audio conference on September 29. Keevia Battle will be coordinating this event.

Corey discussed changes to the education budget. The committee is proposing to add a fall breakfast, spring breakfast, and spring seminar. Melvin mentioned that the education events usually have a revenue component that needs to be considered as part of the budget.

### **Finance/History Committee**

Keevia Battle reported that she has been in contact with Pat Finney regarding the preliminary chapter history report. She is trying to get a few more items together to complete the report.

### **Meetings and Attendance Committee**

Tammy Thompson passed out the meetings and attendance budget.

Katie Yarborough, Scarlet Sneed, and Debra Bloomingburg have volunteered to take pictures at meetings and other events.

### **Membership Committee**

Eugene Hampton passed out the membership committee budget.

Eugene reported that we have six new members since May 1, 2010. Three of those new members do not list a sponsor. Eugene reminded us to get the word out that if a member is sponsoring a new member to give them their member number to include on the membership application.

We currently have about 334 members. The monthly report that shows total membership and other statistics related to membership was not available for July.

National is sending out a scholarship for membership recruitment, but the amount of the scholarship was not in the e-mail, so that amount could not be considered in the preliminary budget. Eugene has e-mailed national and requested the check, which should be on its way.

### **Newsletter**

Copies of the newsletter budget were distributed. Sandra Patterson had called in to the meeting and had no additional information.

### **Program Committee**

Hellens Tamimi reported that their proposed budget has been submitted. The committee has a list of speakers for the program year and hopes to have a finalized list by the end of the month. A copy of the list will soon be distributed to the CEC members by the end of the month.

**Public Relations Committee**

Karen Hale reported that she has submitted three press releases, and one has been published. She remains hopeful that the others will be published.

**Website Committee**

Dan Willis stated that he is working on updates to the website as he gets them. He will get with the treasurer and the meetings and attendance committee to figure out what to do with registrations and how registrations will work with Google Docs.

**Other business**

Hellens announced that the 2009-2010 financials and supporting files have been submitted to Britt Wood for an audit, which should be completed by September 30, 2010.

The next meeting was scheduled for August 30, 2010. The meeting was adjourned at 12:54 p.m.