

## **AGA Chapter Executive committee Meeting October 31, 2013**

*Submitted by Carrie Blair, Secretary*

The chapter Executive Committee for the Nashville chapter met on Thursday, October 31, 2013, in the 16<sup>th</sup> floor training room of the James K. Polk Building.

### **Attendees**

Chapter Executive Committee (CEC) members present: Rusty Lacy, President; Michelle Earhart, President-Elect; Ray Register, Immediate Past President; Carrie Blair, Secretary; Kay Ulmer, Treasurer; Andy Furlong, John Dunne, Michael Edwards, Jerry Durham, Chas Taplin, Margaret Walker, Jennifer Whitsel.

Committee members present: Barry Monson, Scarlet Sneed, Karen Hale, Melinda Crutchfield, Nichole Curtis, Nathan Abbott, Dan Willis.

### **Call to Order**

Rusty Lacy called the meeting to order at 11:40 a.m.

### **Agenda**

Rusty had passed out an agenda to everyone.

### **Minutes**

Rusty asked if any other changes were needed for the minutes of the October 10<sup>th</sup> meeting and none were offered. The minutes were approved.

### **Reports from Officers and Committees**

#### **Immediate Past President**

Ray Register had nothing to report.

#### **President-Elect**

Michelle Earhart had nothing to report.

#### **Secretary**

Carrie Blair had nothing to report.

#### **Treasurer**

Kay Ulmer stated that she wanted to suggest adding the position of Treasure-elect to the Chapter Officers list. She and Michelle Earhart have discussed a possible candidate. She also stated that by adding this position, it would allow a smoother transition from year to year for the Chapter. It was discussed that this would need to be added to the by-laws which would require approval by the committee for policy.

Kay also brought up a discussion about rewording Policy #3 to allow for a designee. Rusty tabled the discussion to be discussed at a later meeting.

## **Accountability Outreach**

Melinda Crutchfield had nothing to report.

## **Awards**

Jeff Hughes was present via phone. He stated that he had received Michelle Earhart's fall National AGA Award nomination and was still waiting on the one from Jim Arnett. He also stated that donations to A Kid's Place were almost at the end of the time limit and that currently a total of \$1,145 had been made and that included the Chapter match. Jeff also said he should have the points spreadsheet out in the next couple weeks for review.

## **CGFM**

Jerry Durham stated that National was currently offering a training opportunity that probably was cost prohibitive in the current economic environment. Jerry stated his concern on how to motivate folks to take the CGFM. Barry Monson suggested assigning a mentor to someone interested in pursuing the certificate. It was stated that the Chapter's CGFM incentive awards were reimbursements and not just cash awards.

## **Community Service**

Ray Register stated that the month of November would be Second Harvest Food Bank and he asked for volunteers to manage drop boxes and take donations, Michelle Earhart volunteered for the one in the William R. Snodgrass Tennessee Tower. Scarlet Sneed asked for volunteers to host a drop-box for hats, coats and gloves. Karen Hale volunteered to host one in the Tower.

## **Corporate Sponsorship**

Nichole Curtiss stated that Gerry Boaz has confirmed one corporate sponsorship but has not gotten a response from Oracle.

## **Early Careers**

Margaret Walker had nothing to report.

## **Education**

Chas Taplin stated that all speaking slots have been filled for the Winter Seminar and he is still holding one open for the sponsor, Oracle. He stated that registration is now open for the Winter Seminar and currently 10 have signed up. He stated that the breakfast is confirmed for the 13<sup>th</sup> at the Hard Rock Café and then an audio conference will be November 20<sup>th</sup>. Dan Willis stated that the website would be updated after the 20<sup>th</sup> for the next audio conference, to avoid confusion. Chas stated that the committee was currently working on the flyers for the Winter Seminar.

## **Finance**

Andy Furlong stated that the tax returns need to be completed by November 15<sup>th</sup>.

## **Meetings and Attendance**

Scarlet Sneed provided reports for the CEC attendance of CEC and Chapter meetings. She stated that currently, 66 were signed up for the Chapter meeting on November 4<sup>th</sup>.

## **Membership**

Jennifer Whitsel had nothing to report.

## **Newsletter**

Karen Hale stated that the deadline for articles was November 8<sup>th</sup> and she requested submissions for members to be spotlighted.

## **Program**

Barry Monson stated that due to the scheduled speaker's misunderstanding of the dates, Jerry Durham would be the replacement speaker for the November 4<sup>th</sup> meeting. He also stated that the next speaker would be Vicky Updike from the Lottery. After that, Mary Peterson would be the speaker in January and Phil Williams will be the speaker at the joint meeting in February. That meeting will include the ACFE and IIA. Scarlet Sneed responded to Rusty that the Doubletree had been notified that a larger number of attendees were anticipated and thus a larger room would be needed.

## **Website**

Dan Willis stated that updates have been made to the website and asked for feedback.

He stated that Policy 9 (Records Retention) was been looked at and he suggested that our Google account allowed for a 50 accounts. He suggested that an account be created for each committee where files or scanned documents could be stored. He stated that each account would allow for 15 gigs. Rusty asked that a procedural document be developed to aid with future account creations.

## **President**

Rusty asked for submissions for National recognition.

Rusty also brought up the subject of a new community service activity involving veterans. National Wreaths Across America was discussed. Michelle Earhart brought up Fisher House which aids military families during medical events. This issue was tabled for a later discussion after research had been prepared.

Other: Ray Register stated that the financials were completed and now a reviewer was needed. Andy Furlong stated that he would ask someone in his office.

## **Action Items –**

1. Bylaws and Policy 3
2. Tax returns prepared by November 15<sup>th</sup>.
3. Community Service – American Veterans
4. Records Retention

## **Adjourn**

The next CEC meeting is scheduled for Thursday, November 21, 2013 and Rusty adjourned the meeting at 1:00 p.m.