



January 2003

Volume 25, Number 5

The President's Message

by Jim Arnette

HAPPY NEW YEAR!

The holidays are finally over. The relatives have all gone home, the decorations have been put away, the fruit cake is fermenting in the kitchen, and we are all anxiously awaiting the batteries to go dead in the various noise makers our children received as presents. What better time to pause and reflect on the past year and look ahead to 2003?

Nationally, we watched as the war on terrorism focused on Afghanistan. The stock market plummeted in the wake of accounting scandals, a recession, the threat of additional terrorist attacks, and the talk of war. To take a line from George F. Will, *Newsweek* columnist, "Enron and Arthur Anderson almost vanished. Martha Stewart wished she could." The Washington, D.C., snipers claimed ten lives and wounded three. Two teenagers sued McDonalds because they are overweight. Our country also faced impending conflicts with both Iraq and North Korea. Of the top ten national stories of 2002, as ranked by members of the Associated Press, only one was positive. Nine miners in Somerset, Pennsylvania were rescued after being trapped in the Quecreek Mine for 77 hours.

Locally, the focus was on the state legislature. Tax reform failed, and the legislature balanced the budget by giving Tennessee one of the highest sales taxes in the nation. After heated and often ugly campaigns, voters elected a new governor and several new faces to seats in the state House of Representatives and Senate. The voters also approved a lottery.

However, the new administration faces the continued decline of state revenues, teacher salary equity across all school districts, and ongoing issues with TennCare. It appears that we will be hearing the words "budget shortfall" again soon. Governor-elect Bredesen said not to look for big things in 2003. He should be so lucky. Again, most of the local news stories were depressing. However, we can all get behind the Titans as they ended up a roller coaster year by earning the right to play in the NFL playoffs. Also, plans for a new downtown Nashville Symphony Hall were unveiled. It looks impressive.

Professionally, the accounting and financial management industry has never had a year like 2002. Reeling from the corporate accounting scandals of Enron,

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Chapter Recognition Points YTD
(through 12/31/2002)

Leadership	3,225
Education	3,475
Certification	2,325
Communication	4,206
Membership	900
Community Service	1,700
Awards	200
Total points YTD	<u>16,031</u>

Chapter Goal = 10,000

Congratulations on achieving the Silver Chapter Designation!

CHAPTER MEETING

Thursday
January 16, 2003

Speaker:
Saralee Terry Woods,
President of Bookman/
Bookwoman Used Books

11:30 a.m. - Cumberland Club
COST: \$8.00 per member

Make your reservation with the receptionist at (615) 747-5201 by 4:30 p.m. Monday, January 13, 2003

You can also make your luncheon reservation online at <http://www.nashvilleaga.org>.

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The President's Message

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WorldCom, Adelphia, etc., Congress, the GAO, the SEC, and the AICPA, have attempted to change the profession in terms of the way it works, the way it is perceived by the public, and the way it is regulated. As the stock market reflects, investors continue to show little confidence in corporate America and the accountants who prepare financial statements and the auditors that audit them. Therefore, organizations are refocusing on ethics and independence issues and attempting to rebuild the reputation of the financial management profession. To put a positive spin on this issue, AccountingWEB Weekly news reports that "...the events of 2002 propelled the accounting profession into the glare of the spotlight. Enrollment in accounting courses at universities around the country jumped...the image of the accountant as either superhero or supervillain made it cool to be associated with accounting."

Looking ahead, January is the time for New Year's resolutions. While our resolutions are usually quickly broken, we should still take time to think about

change that we would like to make or need to make in our personal or professional lives. Whether your resolution is to exercise more, lose weight, get organized, change careers, be more productive, make more money, etc., we all need to make a resolution to better ourselves, the organizations to which we belong and for which we work, and to improve those around us.

None of us will single-handedly bring about world peace or restore public confidence in our government and in the accounting profession. But together, as members of AGA, we can improve ourselves professionally by participating in our chapter's upcoming training events. We can also improve our community by participating in our chapter's community service projects such as VITA and Project Pencil.

Hopefully, when we reflect on 2003 we will be able to note all of the positive things that happen during the year. Make a resolution and write it down. Let us get off to a great start in 2003!

Mark Your Calendar!

January 9, 2003

Annual Federal Tax Update
Shamblin Theatre
Lipscomb University

January 13, 2003

CEC Meeting
11:30 a.m.
15th Floor Conf. Room
James K. Polk Building

Deadline for making
reservations for the January
Luncheon Meeting

January 16, 2003

Chapter Luncheon Meeting
11:30 a.m.
Cumberland Club
Speaker: Saralee Terry
Woods, President of
Bookman/Bookwoman
Used Books

February 20, 2003

Chapter Luncheon Meeting
11:30 a.m.
Cumberland Club
Speaker: Howard Gentry,
Nashville Vice-Mayor

The Nashville Chapter of the Institute of Internal Auditors presents the 12th
Annual

Accountants and Auditors Awareness Seminar

Sponsored by the Government Affairs Committee

January 27, 2003 – Willis Conference Center

Speakers include:

- Dr. Larry Ponemon, CEO, Privacy Council Inc., Dallas/Ft. Worth
- John Ferguson, CEO, Corrections Corporation of America
- Steve Curry, Executive Assistant to the Treasurer, State of Tennessee
- Beth Chapman, Director of Unclaimed Property, State of Tennessee
- Walt Vance, President, Nashville Chapter of the IIA

Brochures will be sent out soon. If you do not receive one and are interested, or if you have any questions, please contact

Nancy Bernstein at either nancy.bernstein@state.tn.us or 741-1651.

NEWSLETTER ITEMS?

Please call the Newsletter Chair, Will Hancock, at (615) 747-5293 or FAX at (615) 532-2765, with any member news or other items for the newsletter. You may also e-mail newsletter items to:

Will.Hancock@state.tn.us

Please have information and articles for the newsletter turned in by the third Friday of each month.

Additionally, any newsletter corrections should be brought to the attention of the Newsletter Chair at the e-mail address above.

News from National

AGA's 2001 - 2002 Annual Report is Now Available



Celebrate AGA's accomplishments from the past year and view a copy of the 2001-2002 Annual Report. "I will just say that it is clear from these accomplishments that there has never been a better time to be an AGA member. —Richard V. Norment, CGFM, CIA, 2001–2002 AGA National President."

A copy of the annual report can be found at <http://www.agacgfm.org/publications/downloads/01-02AnnualReport.pdf>.

Free CPE Now Available

In partnership with IBM Business Consulting Services and Netcertification, AGA is now offering an opportunity to earn **FREE CPE!** Utilizing a recent radio broadcast from the *Business of Government Hour* program, you can access a four-part series discussing "Conversations About Management."



Additional details can be found at <http://www.agacgfm.org/academy/index.htm>.

National Nominating Committee Announces Slate of Officers

AGA's National Nominating Committee has chosen its slate of 2003-2004 national officers and is pleased to announce its candidates. Bobby Derrick, CGFM, a member of AGA's Indianapolis Chapter, was chosen as the National President-Elect and Jeanne Erwin, a member of AGA's North Carolina Triangle Chapter, was chosen as the National Treasurer-Elect. The list of other national officer candidates can be viewed at <http://www.agacgfm.org/about/downloads/Slate2003-2004.pdf>. As outlined in the Association's bylaws, AGA will accept nominations from AGA members via petition until February 15, 2003. At that time, if other candidates are nominated, the Bylaws and Procedures Committee will coordinate a ballot election to determine the officers. However, if no other nominations are received, the Nominating Committee's slate of candidates will take office on July 1, 2003.

Help wanted!! No experience required!!

How can you get more out of your AGA membership? Participation on a chapter committee is a great way to get to know other members while demonstrating your organizational or leadership skills. Have no talents? That's not possible - join a committee and discover how talented you really are. Participation on a committee does not require an extensive time commitment. The committees currently established are Awards, CGFM, Community Service, Early Careers, Education, Finance and Administration, Internet, Meetings and Attendance, Membership, Newsletter, and Program. Contact the current committee chair or any CEC member for more information on how you can become more active in your chapter.

The Nashville Chapter of the Association of Government Accountants presents the Annual

Federal Tax Update

January 9, 2003 – Shamblin Theatre, Lipscomb University

Topics include:

- Hope and Lifetime Learning Credit
- BEST Program
- Additional Topics relating to college education
- 1099 Miscellaneous
- Innocent Spouse Relief
- Tax Preparer Responsibilities
- Preparing for a Tax Audit
- Flexible Benefits

Registration Costs:

AGA Members - Free, Non-AGA Members - \$75.00

Register by contacting Mason Ball at mason.ball@state.tn.us (please do not call in requests by telephone)

Committee News

CGFM COMMITTEE

The committee plans to continue offering a free lunch for those passing the exams, as well as to continue disbursing brochures at meetings to extol the virtues of becoming a CGFM certificate holder, and providing notice of training relevant to CGFM exam content. The committee's near-term plan for this year will be to expand last year's brainstorming session into formal training for individuals who plan to take the CGFM exams. The committee also plans to sponsor another brainstorming study session in February 2003. The purpose of these sessions will be to assist the AGA members who plan to sit for the CGFM exams by discussing the various topical areas of the three exams. The formal training is tentatively scheduled for May or June 2003. All members interested in participating in this training should contact (by December 31, 2003) the committee co-chairs, Gerry Boaz (Gerry.Boaz@state.tn.us) or Rebecca Barr (Rebecca.Barr@state.tn.us).

Free Lunch for Those Passing the CGFM Exam

The CGFM Committee is continuing its program to congratulate those individuals passing the CGFM exams by offering lunch certificates that are good for a free lunch at any AGA luncheon meeting. If you passed the CGFM exams during September 2001 – December 2002 and have not received a lunch certificate, please contact Gerry Boaz (Gerry.Boaz@state.tn.us) or Rebecca Barr (Rebecca.Barr@state.tn.us).

Win Financial Assistance Toward CGFM Exam Fees

The CGFM Committee congratulates Ben Adewoyi, Tammy Farley, and Ron Queen for winning the CGFM exam fees subsidies. Winners must sit for all parts of the exam by July 2003. Winners will be reimbursed for the exam fees. Please review eligibility requirements for sitting for the exam on the AGA website (http://www.agacgfm.org/cgfm/cgfm_profexp.htm).

The Department of Personnel includes the CGFM certification in the list of certifications eligible for a one-step salary increase. A salary increase **may** be granted to employees of the State of Tennessee if the certification is obtained by passing the exams. To be certain that you qualify for the salary increase, obtain approval from your supervisor and the Department of Personnel **before** sitting for the exams. For specific details see the Department of Personnel Policy #90-031 (10/10/90) amended March 23, 1999.

MEMBERSHIP COMMITTEE

NEW YEAR'S RESOLUTIONS?!?!?!?! IT'S NOT TOO LATE TO MAKE ONE!

Have you done your part to help this great Association become stronger and more representative?

Our chapter goal for the year set by National, is **100** and we've got 20 new members as of December. **80** to go! So start off the year with the attitude that you can help the chapter achieve that goal! Talk to those new employees, and other employees who may not be familiar with AGA. Invite them to attend a luncheon as a guest of the chapter (they only have to pay the \$8 member price instead of the full \$14) and **hand them an application or membership packet.**

MAKE IT YOUR NEW YEAR'S RESOLUTION TO RECRUIT AT LEAST ONE NEW MEMBER FOR AGA!

Be sure to have the person you are sponsoring include your name and membership number, if possible, on the application, so that you will receive proper credit both at the local chapter level and at the national office level.

There are membership recruitment packets available locally. If you would like some of these, need your membership number, or have questions, contact Ann at ann.collett@state.tn.us or Tommy Chester at thomas.w.chester@state.tn.us. The application can also be obtained through the website.

http://www.agacgfm.org/membership/m_services.htm

This link takes you to the **Member Services** section of the National AGA website. Some of the things you can do there include: submit an address change, renew your membership online, sign up a new member, print applications, and find out additional information about AGA. Check out the "10 Great Reasons to Join AGA."

There are membership materials available locally. If you would like some of these, need your membership number, or have questions, contact Ann Collett at ann.collett@state.tn.us or contact Tommy Chester at thomas.w.chester@state.tn.us.

Committee News (Cont.)

MEMBERSHIP COMMITTEE

RECRUIT! RECRUIT! RECRUIT! RECRUIT! RECRUIT!

Grand Prize! A drawing will be held at the May luncheon to give away **\$100!** For every new member you sponsor your name will go into the drawing one time. So the more members you sponsor, the more chances you have! This way, even someone who just sponsors one new member has a shot at claiming \$100!

For every 4 members you sponsor, you will get \$50!!!!

For every 2 members you sponsor you will receive a certificate for a **free** chapter luncheon.

For every new member you sponsor, you will earn **2 points** for for the Chapter Service Drawing (the National PDC give-away). In 2003 it's in Chicago!!!

You can also win prizes through the national office of AGA! The national campaign "Team REAP- Recruit and Retain Essential Accountability Professionals" will award a variety of prizes. This includes a drawing for a trip for two anywhere in the Continental U.S., Alaska, Hawaii or the Caribbean. Each time you recruit you increase your chance of winning.

Contact Ann at ann.collett@state.tn.us or Tommy Chester at thomas.w.chester@state.tn.us if you have questions.

AWARDS COMMITTEE

CHAPTER SERVICE DRAWING

Win a trip to the **52nd Annual Professional Development Conference** held June 29-July 2, 2003, in **Chicago, Illinois**. The Chapter Service Drawing will be held at the May 2003 luncheon meeting. Remember you must accumulate at least **12 points** to be eligible for the drawing. Members can check their accumulation of points at the chapter's website at <http://www.nashvilleaga.org>.

Some members are well on their way to earning the **12 points** needed to be included in the drawing for the Chapter Service Drawing. For each point you earn, you will receive one chance in the year-end drawing. Everyone is eligible!

There are lots of options for everyone to get involved and earn points. Make sure your name is in the drawing. Here is how you can earn your points.

Points:

Luncheon attendance	1 point
Attending chapter sponsored training	2 points
Sponsor new member	2 points
Service on a chapter committee	2 points each
AGA community service projects (Including VITA)	1 point per hour served
Newsletter article (Financial topic)	8 points each
(Nonfinancial topic)	4 points each
Obtaining CGFM certification	8 points upon completion
Attending chapter sponsored social event	2 points
Sponsoring a Luncheon Guest	1 point for each guest (10 point max.)

NOTE TO MEMBERS

In an effort to reduce printing costs, we are encouraging all members able to do so to accept the newsletter electronically. The newsletter is made available on the Chapter web site every month in PDF format, and e-mail notification of the release is sent to each member we currently have an e-mail address for.

If you are willing to be removed from the printed newsletter distribution list, please contact Will Hancock at (615) 747-5293 or via e-mail at Will.Hancock@state.tn.us.

AWARDS COMMITTEE

SCHOLARSHIPS:

The Nashville Chapter has increased the award amounts for the two annual awarded scholarships from \$1,000 each to \$1,500 each. The following scholarships will be awarded at the April, 2003 luncheon meeting. Applications can be obtained at the Nashville Chapter website or by calling David Sturtevant, Awards Committee Chair at 615-401-7851.

William R. Snodgrass Scholarship: A \$1,500 scholarship will be awarded to a Middle or West Tennessee, Southern Kentucky, or Northern Alabama college student with a business-related major such as accounting, economics, finance, information systems, management or marketing.

Fawn W. Ellis scholarship: A \$1,500 scholarship will be awarded to an AGA Nashville area chapter member, member's spouse, or member's child or grandchild (any college or university and any major may apply).

Committee News (Cont.)

COMMUNITY SERVICE COMMITTEE

DCS

Thanks to everyone that contributed to the DCS – Aftercare Program. AGA collectively contributed more than seven boxes of items including CDs, CD players, clothing, and personal grooming items. In addition, cash contributions totaled \$130.00. Young adults from all across Tennessee appreciated the gifts and our warm wishes. Maria Penson thanked us again and again. Way to go AGA!

Project Pencil

During the December meeting, AGA presented Gracie Porter, Principal of Alex Green, a donation of \$2,500.00. These funds will go toward the students' education at Alex Green. Ms. Porter wished to express her deep felt thanks from the staff and students.

Coming up in February, AGA will be holding two VITA sessions for the parents and staff at Alex Green. We will be asking for volunteers to help out. VITA session's dates and times to come via email.

Volunteer Income Tax Assistance

ARE YOU NEAR THE DOWNTOWN LIBRARY?

VITA will be held this year at the **Downtown Library**.

We are requesting that AGA members who are in this area volunteer.

- Ron will be there to help on and off.
- There will be someone there to provide assistance at all times.

We will need volunteers in February, March, and April between 11:30 a.m. -1:00 p.m. Almost all of the dates will be Tuesdays and Thursdays. Here are some of the dates:

Feb. 4, 6, 11, 12, 18, 25, and 27
Mar. 4, 6, 11, 13, 18, 25, and 27
April 8, 10, and 15

If there are any questions and/or wish to volunteer, please contact Clare Tucker at (615) 747-5220 or e-mail at Clare.Tucker@state.tn.us

Meeting Minutes

December CEC Meeting

Submitted by Elaine Anderson, Chapter Secretary

The Nashville Area Chapter's Executive Committee met on Monday, December 16, 2002, in the 15th floor conference room of the James K. Polk Building. President Jim Arnette called the meeting to order. Committee members present were: Jim Arnette, Dan Willis, Penny Austin, David Sturtevant, Ann Collett, Margaret Walker, Elaine Anderson, Karen Hale, Clare Tucker, Tammy Farley, Julie Rogers, Will Hancock, Rebecca Barr, Phil Carr, and Ted Fellman. Also in attendance were Patricia Wakefield (for Mason Ball,) and Richard Norment, Immediate Past National President.

Approval of Minutes

A motion was made by Will Hancock that the November CEC minutes be approved as published in the December newsletter. Margaret Walker seconded the motion and it passed.

2007 Professional Development Conference

Jim Arnette announced the Nashville Chapter has been selected to host the 2007 Professional Development Conference.

National Dues Increase

Richard Norment, Immediate Past National President, addressed the CEC to answer questions pertaining to the proposed increase in National Dues. He summed up information found in these documents published by AGA: "Questions and Answers About a Dues Increase," "AGA's Financial Future," and "Summary Report of AGA's Peer Review." (These documents can be found on the Nashville Chapter web page.) As a member of the AGA National Board of Directors, Jim Arnette will vote on the dues increase.

Nominating Committee

President Jim Arnette appointed the following nominating committee to select

"I don't want to achieve immortality through my work. I want to achieve it through not dying."

-Woody Allen

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Meeting Minutes (Cont.)

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officers for fiscal year 2003-2004: Phil Carr, Chair, Ted Fellman, David Sturtevant, Ann Collett, and Tammy Farley.

Committee Reports:

Finance – After discussions with the AGA National Office, Ted Fellman reported the local chapter does have an excessive reserve fund balance. The National Office suggested that the reserve balance be approximately 50% of the annual operating budget. Several suggestions were offered for reducing the fund balance over the next few years. Margaret Walker entered a motion that the budget for fiscal year 2002-2003 be amended to include a gift of \$2,500 to our Project PENCIL partner, Alex Green School. Penny Austin seconded the motion and it passed. Tammy Farley will contact the principal of Alex Green and request that she attend the December or January meeting of AGA where she will be presented the gift for Alex Green School.

Jim Arnette also proposed that the program committee discuss a way to further subsidize the cost our members will pay for the spring social. Jim will contact Karen Hale and ask that she come to the January CEC meeting with a recommendation.

Treasurer's Report - Penny Austin presented an Operating Statement for the period ended November 30, 2002. She reported cash balances in the operating account of \$22,672.73 and the savings account of \$22,593.14.

Chapter Recognition – Phil Carr announced the chapter points have not been updated.

Meetings and Attendance - Julie Rogers reported 51 people are currently signed up to attend the December Chapter meeting. She also reported a \$50 mall gift certificate good at Cool Springs Galleria, Hickory Hollow Mall, or Rivergate Mall will be given away at the December Chapter meeting.

Education – Patricia Wakefield (reporting for Mason Ball) announced the Federal Income Tax Seminar is scheduled for January 9, 2003 at David Lipscomb University. Sign-up sheets for this seminar will be available at the December Chapter meeting. The AGA Spring Seminar is scheduled for February 13, 2003 (location still pending.) The Education Committee will make an announcement at the Chapter meeting on December 19 about the upcoming educational opportunities. Jim Arnette noted that CPE certificates for the September Chapter meeting have not been issued.

Programs – Jim Arnette reported our speaker this month, Richard Rognehaugh, Deputy Commissioner and CIO, Office of Information Resources, will discuss the future of the State's information systems.

Awards - David Sturtevant reported the applications for the William R. Snodgrass Scholarship and the Fawn W. Ellis Scholarship are both posted on the local AGA web page. He reported the deadline for submitting a completed application for 2002-2003 is March 8, 2003.

Newsletter – Will Hancock reported that Friday, December 20 is the deadline for submitting information for the January newsletter. Elaine Anderson will submit a member profile for the January newsletter.

Membership - Ann Collett reported 458 local AGA members as of November 30, 2002.

CGFM – Rebecca Barr reported that Ron Queen has successfully passed the CGFM exam. The CGFM Committee also needs to hear from individuals that are interested in participating in the CGFM brainstorming sessions. The CGFM Committee will make these announcements at the Chapter meeting on December 19.

Community Service - Tammy Farley reported that thirteen members volunteered to staff the phone bank for the Nashville

Public Television (Channel 8) annual pledge drive and four members volunteered to teach the fourth grade classes at Alex Green check writing skills. Gifts will be collected for the DCS Aftercare program at the Chapter meeting on December 19. Clare Tucker will make an announcement about VITA at the December Chapter meeting.

Internet – No report.

Early Careers – Tammy Farley announced that the next career fair would be in February. There will be more information on this at the next CEC meeting.

The next CEC meeting is scheduled for Monday, January 13, 2002, in the 15th floor conference room of the James K. Polk Building. The meeting was ad-

December Chapter Meeting

Submitted by Elaine Anderson, Chapter Secretary

The Nashville Area Chapter held its monthly meeting at the Cumberland Club on Thursday, December 19, 2002. President Jim Arnette called the meeting to order and Barbara Deharde gave the invocation. The minutes of the November chapter meeting were approved as printed in the December newsletter. Jim Arnette introduced persons at the head table. Two member guests and one new member were introduced.

Michael Timme introduced the guest speaker, Mr. Richard Rognehaugh, Deputy Commissioner and CIO, State of Tennessee. Mr. Rognehaugh made a three-point presentation discussing Cyber Security, Enterprise Resource Planning, and Information Technology Project Management.

Mason Ball announced the Federal Income Tax Update would be held at Lipscomb University, Shamblin Theatre on January 9, 2003. Individuals may

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Meeting Minutes (Cont.)

register by emailing Mason Ball at mason.ball@state.tn.us. Mason will confirm reservations by email. He also announced the AGA Spring Seminar is scheduled for February 13, 2003.

Jim Arnette announced the CPE certificates for September and December are available and should be picked up at the end of today's meeting.

Clare Tucker announced that AGA would be sponsoring a VITA site at the Downtown Public Library on Tuesdays and Thursdays beginning in February. Anyone wishing to volunteer should contact Clare.

Rebecca Barr congratulated Ron Queen for passing the CGFM exam. She also announced that a CGFM brainstorming session would be held in February and a more formal CGFM training session would be held in May or June. Anyone wishing to participate in either of these sessions should contact Georganne Martin, Rebecca Barr, or Gerry Boaz.

Jim Arnette announced the AGA scholarship applications are available on the local AGA web site and that scholarship packets will be sent to local colleges and universities soon.

Tammy Farley made a special presentation of \$2,500 to Alex Green School (AGA's project PENCIL partner) on behalf of the Nashville Chapter. The school's principal, Gracey Porter, graciously accepted the check on behalf of the students and faculty of Alex Green.

Kevin Huffman won the \$50 mall gift certificate from the fishbowl drawing.

Ron Anderson provided the answer to the December AGA puzzle.

The meeting was adjourned until January 16, 2003.

Member Profiles

Each month, space permitting, the newsletter will profile members of our chapter. This month, we are featuring Ted Fellman, our Finance Chair, and Elaine Anderson, our Secretary.

Ted Fellman

Ted is the Chief Financial Officer for the Tennessee Housing Development Agency (THDA) and has worked in state government for over 18 years. As the CFO for THDA he is responsible for ensuring the integrity of all financial systems, transactions and reports for an agency with over \$2.3 billion in assets. Ted is also responsible for managing all the administrative functions of the agency, including purchasing, budgeting, accounting, and information technology. In addition, he oversees the single-family loan program's origination and servicing divisions.

Ted is a CPA and a CGFM. He earned a Bachelor's Degree in Accounting from Tennessee Tech in 1983 and a Master's Degree in Public Administration from Tennessee State in 1996. Ted attended the Tennessee Government Executive Institute in 1991. He has been a member of AGA (for the 2nd time) since 1992 and is currently serving as the Finance committee chairperson. Ted is an active member of St. Matthew Catholic Church and is currently serving as the chairperson of the St. Matthew Parish Council. Ted also serves on the Board of Directors of the Harpeth Youth Soccer Association as the Treasurer. He enjoys coaching youth soccer, basketball and baseball and participates in as many amateur golf tournaments as possible. Ted recently completed his fourth marathon and qualified to run in the Boston Marathon in April.

Ted has lived in Nashville for most of his life. He has been married to his wife Ellen for 15 years and they have one son, Ross, who is seven years old and a first grader at St. Matthew School.

Elaine Anderson

Elaine is a Management Consultant in the Program Analysis area of the Department of Finance and Administration. She came to the State in 1998 as an Accountant, supervising daily operations for the Office of Business and Finance. She has been a member of AGA since 1998 and is currently serving as Chapter Secretary.

Prior to her employment with the State, Elaine worked in the private sector for several different companies on a full-time and part-time basis. She began her career as a General Ledger Accountant for American General Life Insurance Company before moving into their Internal Audit Department. She received her BS degree from The University of Tennessee at Nashville and is a Certified Public Accountant.

Elaine is married to Ron Anderson (the puzzle guy). They are very proud of their two grown children, David and Cheryl, who are graduates of The University of Tennessee at Martin, and their new daughter-in-law, Lisa who is working on her Ph.D. in Psychology at Vanderbilt. Elaine enjoys music and is a member of the adult chancel and hand bell choirs at her church where she also serves as Church Treasurer.

If you know of fellow AGA members who have obtained certifications, degrees, job accolades, promotions, outside recognition or involvement, or other similar type of achievements, please contact Ann Collett at (615) 253-2159 or e-mail at Ann.Collett@state.tn.us.

January Speaker
Saralee Terry Woods, President of Bookman/Bookwoman Used Books



Saralee Terry Woods is the President of BookMan/BookWoman Used Books. She lives in Nashville and is an avid reader who frequently reviews books. In 1999 she expanded her family business, BookMan, and named the new space BookWoman because of the extensive selection of books on issues important to women. In 2000 she became the political columnist for *Nashville Woman* where she writes a monthly column about issues that are especially of concern and interest to women.

Saralee made a decision early in her professional life to direct her civic and volunteer efforts in organizations that would help women. She recently served as President of CABLE – one of Tennessee's premier organization for professional women. During her tenure as president, she led the move to incorporate CABLE as a 501c3 organization and created the CABLE Foundation. She is on the board of the Nashville Women's Breakfast Club, the Hillsboro Village Merchants Association and the Belmont University's Board of Advisors for the Women's Programs in the Center for Entrepreneurship and serves on both the Executive Committee and board of the YWCA. She served as Chair of the CABLE Advisory Council which is composed of Past CABLE Presidents and community leaders and during her tenure she enhanced the diversity of the council. She is also a member of the Advisory Board for the Scarritt-

Bennett Center Diversity Dialogue Circles and Leadership Nashville.

Saralee was on the Steering Committee for the South Eastern Conference Women's Basketball Tournament that was held in Nashville in 2002 and has led the Committee for Area Business Women. She was Chair of the 1999 Nashville ATHENA Award Program where more than 350 communities throughout the United States gather to honor their outstanding business and professional women during March, which is Women's History Month. Saralee is a member of the Women's National Book Association, the Nashville Women's Political Caucus, the Tennessee Writers Alliance and WIN - an organization that promotes women candidates for public office. As someone who believes in the importance of learning to read, Saralee is a Reading Ranger for Book'Em and reads weekly to children who participate in the local Headstart program. She was CABLE's nominee for the 2002 ATHENA Awards Program.

Saralee is an expert in the field of temporary employment. She wrote a book, *Executive Temping - A Guide for Professionals*, published by John Wiley & Sons, which is the result of her years of experience. Her articles about the staffing industry have been published in *National Business Employment Weekly*, a *Wall Street Journal* publication, and her book has been highly praised by *BookPage*,

Black Enterprise Magazine, *Staffing Industry Review*, *The Reader's Edge* and *Library BookNotes*. She designed and sold staffing programs for international and local companies and several times was given the award for the greatest increase in sales in her company as well as being recognized by the Sales and Marketing Executives of America with the Distinguished Sales and Marketing Award.

Saralee Woods has a Masters Degree in Planning from the University of Tennessee and is a graduate of the Tennessee Government Executive Institute and her varied background includes growing up in a politically active family. She has conducted research and prepared policy reports on issues important to political candidates and worked for five years as a part of the Tennessee State Planning Office. Woods is a frequent speaker to various groups on topics ranging from how to start a bookstore, the best books to read and collect, political issues that are especially important to women and training and employment topics. Saralee Terry Woods is married to Larry Woods, is stepmother to Rachel, Allen and Sarah Woods and is a member of the Woodmont Hills Church of Christ. She may be reached by telephone at (615) 383-6555, 297-4433, fax (615) 269-3666 or she may be reached by email at saraleewoods@bookmanbookwoman.com.



Taking the CGFM Exam

by Virginia Brizendine

So, you want to earn your CGFM designation — how do you go about applying and taking the test?

First you need to apply to the CGFM program. You must meet the following requirements to be accepted:

- Meet the education requirement - a bachelor's degree from an accredited college or university, including 24 credit hours of study in financial management topics,
- Meet the professional experience requirement - at least two years of professional-level experience in government financial management,
- Agree to abide by AGA's Code of Ethics, and
- Submit the application and the nonrefundable \$85 application fee.

You will receive a letter of eligibility from AGA's Office of Professional Certification indicating that you are eligible to sit for the examinations. You can choose to take one, two or three exams at the same time or at different times. You have up to three years from your application date to complete the three examinations. Of course, I encourage you to complete them as soon as possible, especially if you have taken the courses or have participated in a study group. Because the exams are computerized and offered at over 300 testing sites within the USA, six days a week, you may set up your own appointment time, choose the location that is most convenient for you to take the exam(s) and purchase the exams directly on the AGA web site. Each exam is two hours in length.

When you arrive to take the exam, you will first have to prove that you are really you! You will have to have two forms of picture ID. You can take nothing into the exam room. The test is delivered over the internet, so there may be a delay between hitting "enter" and getting the next question. You are not "charged" for the question's transmission time, however. The clock stops while the question is loading, so the actual time you are in the exam room may be longer than two hours. The questions are multiple-choice and can be answered, left blank or flagged for review. I had enough time to complete the exam, review my answers and circle back to flagged questions.

Immediately upon completing the exam, the computer will let you know whether you passed or failed. The examining location will certify the results. Approximately two weeks later, you will receive official notification from the AGA National Office.

The process is straightforward and not difficult at all. If you have been considering taking an exam, what are you waiting for?

JUST DO IT!!!

If you have questions on the exam process, contact Joan Schwartz at the national office (800-242-7211) or jschwartz@agacgfm.org.

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AGA Interview for TOPICS Story - Charles Harrison

Editor's Note: The Nashville Area Chapter's own Charles Harrison was recently asked to be interviewed for an upcoming article in TOPICS magazine. His answers to the interview questions have been included below.

Background and why I volunteered to take the beta exams

Having Certificate No. 2 from AGA's Professional Certification Board, you can see that I was deeply involved in the development of AGA's certified government financial manager program. In fact, I was the first vice chair of the Professional Certification Board, serving in that position for a number of years before becoming chair. Therefore, having been "grandfathered" into the program, when the opportunity arose to beta test the new exams at the Professional Development Conference (PDC) this year in Atlanta, I welcomed the opportunity to not only assist AGA in beta testing the new exam questions, but also I wanted to mentor early career financial management professionals by passing and receiving a certification through the exam process.

Several years ago I made a presentation on the CGFM program at AGA's Space Coast Chapter. My long-standing friend Walter Baleyko was at this meeting. At that time, Walt had recently retired from NASA and I was encouraging him to become a CGFM. I distinctly remember Walt asking me why he should become a CGFM as he was now retired. I responded to Walt that he would perhaps demonstrate to the young financial managers in federal, state and local government of the importance of such a certification.

As you can see when one has nothing to gain financially from becoming a CGFM as in both Walt and my

case, passing the exams gave me a real sense of accomplishment and hopefully provides a mentor to our early career professionals of the importance we place on such a program. My "hat goes off " to Jeff Steinhoff, who was AGA President at that time, in his initiative to bring this program to fruition. In my opinion, the CGFM Certification Program was undoubtedly the springboard to double-digit percentage increase in membership during the mid-nineties.

My experience with the new exam questions

Although I had been heavily involved in the development of Exam 1 and thought that Exam 1 was fairly easy to pass for applicants with a good financial management background in government, I found that the questions on the new Exam 1 were much more difficult. Although I thought that I had passed Exam 1 and Exam 3, I was really concerned as to whether I would receive a passing score on Exam 2, which I found to be more difficult and comprehensive than the original Exam 2. It was with great relief and satisfaction when I learned in October that I had passed all three of the new exams. My experience with the CGFM development and the examination process is that it will test one's knowledge, competence and skills in the government financial management area in a very broad way. These exams differ from the CPA exam that I passed some 30 years ago, which I considered to be more of a "book exam."

Do you feel that passing the exam provides you with greater credibility when speaking to potential CGFMs and state employees in promoting the exam?

Although this was not necessarily my motivation in taking the exam, it is a nice feeling to know you have passed a very comprehensive national exam, which tests your knowledge, competence, and skills in the broad areas of governmental financial management such as budgeting, accounting, financial reporting, auditing, financial management controls, information systems technology, and the government environment in general as distinguished from the private sector environment for accounting and financial reporting. I continue to encourage those who work with me in the office of the Comptroller of the Treasury, State of Tennessee, of the importance of not only being a member of a professional association such as AGA, but also stressing the significance of becoming certified as a "specialist" in the area of government financial management. We in the State of Tennessee are very fortunate to have been the first state to recognize and provide financial incentives for those passing and receiving the CGFM certification. In passing these comprehensive national exams, I believe it does mean something more than possessing Certificate No. 2!

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Visit the Nashville Area Chapter's web site at <http://www.nashvilleaga.org>.