

**Minutes**  
**AGA National Executive Committee Meeting**  
**February 4, 2005**  
**JW Marriott Hotel - Washington, D.C.**

**ATTENDANCE**

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Committee Present

- Bobby A. Derrick, CGFM, National President, Indianapolis Chapter
- Sam McCall, CGFM, National President-Elect, Tallahassee Chapter
- Jullin Renthrope, CGFM, Immediate Past National President, New Orleans Chapter
- Jeanne B. Erwin, CGFM, National Treasurer, North Carolina Triangle Chapter
- Karen Holmcrans, CGFM, National Treasurer-Elect, Washington, D.C. Chapter
- Cynthia T. Osga, CGFM, Senior Vice President for Regional Services, Section I, Greater Lansing Chapter
- James Turkett, CGFM, Senior Vice President for Regional Services – Section II, Dallas Chapter
- William W. Ensign, CGFM, Senior Vice President for Regional Services – Section III, Portland Chapter
- Joseph A. Kapelewski, CGFM, Senior Vice President for Regional Services – Section IV, Richmond Chapter
- Clarence Kuwahara, CGFM, Senior Vice President At Large, Hawaii Chapter
- Deborah V. Loveless, CGFM, Senior Vice President At Large, Nashville Chapter
- Jeffrey S. Hart, CGFM, Senior Vice President At Large, Presidential Appointee, Denver Chapter
- Eva J. Williams, CGFM, Senior Vice President At Large, Presidential Appointee, Washington, D.C. Chapter
- Wendy Comes, CGFM, Senior Vice President At Large, Presidential Appointee, Washington, D.C. Chapter
- Relmond Van Daniker, Executive Director

NEC Members Absent

- Evelyn A. Brown, CGFM, Immediate Past National Treasurer, Washington, D.C. Chapter

Official Representatives to the NEC

- Henry Steininger, CGFM, Corporate Partner Advisory Group Chair, Washington, D.C. Chapter
- William Taylor, CGFM, Professional Certification Board Chair, Washington, D.C. Chapter

Others Present

- Lealan Miller, Idaho Centennial Chapter
- Thomas J. Sadowski, Mid-Missouri Chapter
- Stan Collender, Financial Dynamics Public Relations Firm (morning only)

National Office Staff Present

- Susan Fritzen, Deputy Executive Director of Programs

- Marie Force, Director of Communications (as needed)
- Chris Camara, Communications Manager (as needed)
- Jennifer Curtin, Director of Public Relations (as needed)
- Cristina Barbudo, Director of Finance and Administration (as needed)
- Raymond Harris, CGFM, Director of Education (as needed)
- Anna Miller, Director of Research & Technical Manager (as needed)
- Peter Aliferis, Director of CGFM Program (as needed)
- Rosanna Ortiz, NEC Secretary and Program Assistant

## **FORMAL NEC MOTIONS** (The motion passed unanimously unless otherwise noted.)

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**MOTION #1** – Approve the adoption of the agenda.

**MOTION #2** – To create an administrative assistant position to the CEAR/SEA program.

**MOTION #3** – To adopt the AGA Research Project Approval Process to AGA's Policies and Procedures as amended.

**Policy:** *All research published as a product of an AGA board, academy, advisory group, or committee must have been conducted in accordance with a plan recommended by the AGA Executive Director and approved by a committee of the Immediate Past National President, the National President, and President-Elect on each research project.*

**MOTION #4** – To approve the Fiscal Year 2006 Budget as presented and to increase salaries and fringe benefits by \$75,000.

## **FINANCIAL HIGHLIGHTS**

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- Approval of budget for fiscal year 2005-2006 with a projected excess of revenue over expense of \$61,841, after an additional \$75,000 salary expense was approved at the meeting. The budgeted revenues are \$4,688,975 and the budgeted expenses are \$4,627,134.
- The FBC's annual compliance review was performed on 1/28/05 with no significant findings or reportable conditions. The records were found to be in good order with reconciliations done in a timely and accurate fashion. The Treasurer will be issuing her report to the NEC shortly.
- Attendance numbers for the NLC were shared, coming at record numbers (415 paid, 552 total attendees), with sponsorship and advertising sales over budget.

## **ACTION LIST**

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Wendy Comes

- Organize top best practices and a rating system by the NEC members of the best practices.

Bobby Derrick

- Organize a chapter visit to Houston, TX to speak with the agencies and promote

the revitalization of that chapter.

Jeanne Erwin

- Send the NEC an electronic copy of the compliance review document.

Marie Force

- Draft op-ed piece for the local & state newspapers with a specific topic.
- Re-format the completed Association Report for posting on the website.

Susan Fritzen

- Launch the new membership recruitment campaign to chapters who must apply for the funding of programs that will attract new members.

Anna Miller

- Determine if CGFM has been mentioned in the Grant Thornton survey

Rosanna Ortiz

- Send the NBD an electronic copy of the Association Report.
- Coordinate an NEC conference call that addresses the following bylaw changes:
  - Salary increases approved by the Executive Director
  - Change date for independent nominations to be submitted by February 1

Relmond Van Daniker

- Hire Director of Performance Reporting, a Membership Marketing Manager and a Research Assistant.
- Have the Director of Performance Reporting present a strategy for the future of CEAR and SEA programs by the July 2005 NEC Meeting.

## **NEXT NEC MEETING**

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- Friday, July 8, 2005 (Orlando, FL)