

**Minutes**  
**AGA National Executive Committee Meeting**  
**December 10, 2004**  
**Washington, D.C.**

**ATTENDANCE**

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Committee Present

- Bobby A. Derrick, CGFM, National President, Indianapolis 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
- Evelyn A. Brown, CGFM, Immediate Past National Treasurer, 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

- Sam McCall, CGFM, National President-Elect, Tallahassee Chapter

Others Present (morning only)

- Peter Aliferis, CGFM, Dean of Curriculum, USDA Graduate School
- William Taylor, CGFM, Professional Certification Board Chair, Washington, D.C. Chapter
- Henry Steininger, CGFM, Corporate Partner Advisory Group Chair, Washington, D.C. Chapter
- Hugh Webster, AGA Legal Counsel

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, Public Affairs Manager (as needed)
- Katya Silver, Director of Professional Certification Administration (as needed)
- Ada Phillips, Director of Conferences & Expositions (as needed)
- Cristina Barbudo, Director of Finance and Administration (as needed)
- Raymond Harris, CGFM, Director of Education (as needed)
- Anna Miller, Technical Manager (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 approve DM 04-30 to hire a public relations firm to boost AGA’s image within the government financial management industry, the public and targeted media.

Motion denied.

In Favor – 3

Opposed – 8

**MOTION #3** – To table DM 04-30 until clarifications can be made and voted on at a later date via a conference call or email regarding the desirability of contracting with a firm for Public Relations.

**MOTION #4** – To approve DM 04-28, the formation of a new chapter in Columbus, Ohio.

**MOTION #5** – That AGA hire a Membership Marketing Manager.

**MOTION #6** – To revise the Financial Management Standards Board’s charter, specifically III “Authority of the Board,” section 3. Strike the two sentences “The views of the FMSB do not necessarily represent those of the association. Such a statement will be incorporated into all FMSB issued documents.” Motion passed.

In Favor – 8

Opposed – 2

Abstention – 1

\*All comment letters by the FMSB will now represent the views of AGA.

**MOTION #7** – That each official comment letter of the FMSB must be approved by affirmative votes of at least 11 members of the board with silence being an abstention.

**MOTION #8** – To approve and endorse the final report from the name change focus group and their recommendation to not change the name of the Association. Motion passed.

In Favor – 9

Opposed – 2

**MOTION #9** – To modify DM 04-31 to eliminate changes in Article VII Section I and to open the position of Senior Vice President sectional representative position to any past Regional Vice President currently in good standing in their respective section.

**MOTION #10** – To recommend to the National Board of Directors that two ex-officio positions be added to the NEC for the CPAG and PCB board chairs. Motion did not pass.

Favor – 3

Opposed – 7

**MOTION #11** – That the NEC designate the chairs of the PCB and CPAG as official representatives to the NEC for the purposes of recognizing the high value these bodies have to AGA, and enhancing communication and information sharing.

**Motion #12** – That AGA create the position of Research Assistant to provide additional resources to accomplish research projects, and to provide succession planning for Research Director role.

## **FINANCIAL HIGHLIGHTS**

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- The projection for the excess of revenue over expenses for FY 06 is \$436,000 which is significantly greater than the budgeted amount of \$133,500 from the previous year.
- The final budget will be presented at the February 4<sup>th</sup> NEC meeting.

## **Executive Session**

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- The NEC voted to add to the AGA personnel leave policies that the AGA National Office will be closed each year the week between Christmas and New Year's. The NEC also gave the AGA Executive Director the authority, based on his/her discretion, to close the AGA National Office each year, the Wednesday before Thanksgiving.

## **ACTION LIST**

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Cristina Barbudo

- Work with Evelyn Brown to finalize the Management's Discussion and Analysis for the 2003-2004 Annual Report.

Evelyn Brown

- Work with Wendy and Van on keeping the NEC informed about the research program.

Wendy Comes

- Work with Evelyn and Van on keeping the NEC informed about the research program.
- Will look into a "Best Practices" and "self-assessment" to adopt and develop for the NEC by the February 2005 NEC meeting.

Jennifer Curtin

- Coordinate an NEC conference call that gives further clarification on the public relations firm AGA would like to hire. Issues to be addressed include:

- Whether it is appropriate for AGA to express views regarding public policy issues such as changes to budget concepts and the Social Security program and, if so, how AGA views would be formulated and approved in a timely fashion;
- Whether AGA has a well-developed and approved "message" to be publicized by the PR firm;
- Whether the PR firm has adequately balanced the outreach between federal and state/local issues; and
- Whether the investment is warranted in light of the open issues listed above.

\*These issues were addressed and documented in the NEC conference call on 1/06/05 and the revised DM 04-30 to hire a public relations firm to boost AGA's image within the government financial industry, the public and targeted media unanimously passed.

- To make an NEC section on the Members Only portion of the website that contains all policies and procedures documents as well as board charters.

Bill Ensign

- Steer committee for the chapter recognition program.

Marie Force

- Send out Name Change Focus Group decision to the National Board of Directors.

Susan Fritzlen

- Finish all necessary processing of the new chapter in Columbus, Ohio.
- Work with the Executive Director to hire a Membership Marketing Manager.

Craig Galloway

- To finalize the 2003-2004 Annual Report with Jullin Rentrope.

Raymond Harris

- To add a section for chapters and regions to the PDC conference manual.

Anna Miller

- Ensure that each official comment letter sent out by the FMSB is approved by affirmative votes of at least 11 members of the board with silence being an abstention.

Rosanna Ortiz

- Revise the Financial Management and Standards Board Charter.
- To do a mail or electronic ballot of the changes endorsed by the NEC to the national bylaws in regards to the Senior Vice President sectional representative position.
- Make changes to the date on the national officer slate.
- Work with the nominating committee to fill the two RVP vacancies.
- Send Jennifer Curtin board charters and financial policies to be included on the NEC only portion of the website.

Cindy Osga

- Send draft copy of the Leadership Manual to Jennifer Curtin to post on the NEC only portion of website

Ada Phillips

- To add a section for chapters and regions in the conference manual.

Relmond Van Daniker

- Coordinate with Jen Curtin an NEC conference call that gives further clarification on the public relations firm AGA would like to hire.
- Work with Evelyn and Wendy on keeping the NEC informed about the research program.
- Hire a Membership Marketing Manager and Research Assistant.
- Contact PCB and CPAG chairs of their representative positions on the NEC.

## **NEXT NEC MEETING**

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- Friday, February 4, 2005 at the JW Marriott in Washington, DC. (LTW February 5 and NLC on February 7 and 8)

Other NEC meeting dates:

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