AGA National Governing Board (NGB)
Meeting Minutes
July 20, 2019
New Orleans

NGB MEMBERS PRESENT
• Ernest A. Almonte, CGFM, CPA, CFE, National President, Boston Chapter
• Wendy Morton-Huddleston, CGFM, PMP, National President-Elect, Washington D.C. Chapter
• Andrew C. Lewis, CGFM, CPA, PMP, National Treasurer, Montgomery/P.G. Chapter
• Katherine J. Stickel, CGFM, National Treasurer-Elect, Nashville Chapter
• Michael S. Pearson, CGFM, CPA, Director (for Chapters), Idaho Centennial Chapter
• Donna M. Sandoval, CGFM, Director (for Chapters), Albuquerque Chapter
• Melinda J. DeCorte, CGFM, CPA, Director (for Chapters), Dallas Chapter
• Patrick A. Cowen, CPA, CISA, CIA, Director (for Chapters), Tallahassee Chapter
• Gina I. Smith-Moss, MSM, MBA, CICA, Director (for Chapters), Shenandoah Valley Chapter
• Joseph H. Connolly, CFE, CICA, Director (for Chapters), Northern New Jersey Chapter
• Michelle L. Yanok, CGFM, Director (for Chapters), Mid-Ohio Valley WV Chapter
• David A. LeBlanc, CGFM, CFS, Director (At-Large), Boston Chapter
• Gloria L. Jarmon, CGFM, CPA, Director (At-Large), Washington D.C. Chapter
• Kevin T. Greer, CGFM, CPA, CDFM, PMP, Corporate Partner Advisory Group Chair, Northern Virginia Chapter
• Sherri Voigt, CGFM, CPA, Professional Certification Board Chair, Southern Wisconsin Chapter
• Ann M. Ebberts, MS, PMP, Chief Executive Officer (non-voting member)

NGB MEMBERS NOT IN ATTENDANCE
• Gregory J. Sanial, CGFM, Director (for Chapters), West Michigan Chapter

OTHER ATTENDEES
• John H. Lyskey, CGFM, CPA, Immediate Past National President, Washington D.C. Chapter (partial attendance)
• Dennis G. Green, CGFM, CPA, Immediate Past National Treasurer, Northern Virginia Chapter (partial attendance)
• Eric S. Berman, MSA, CPA, CGMA, 2018-2019 Audit Committee Chair, Boston Chapter (partial attendance)
• Justin W. Poll, CGFM, Governance Committee Chair, Washington D.C. Chapter (partial attendance)
• Craig M. Murray, CGFM, Federal Management Standards Board Vice Chair, Greater Lansing Chapter (partial attendance)

NATIONAL OFFICE STAFF PRESENT
• Susan Fritzlen, Chief Operating Officer
• Cristina Barbudo, MS, CPA Director of Finance & Administration (partial attendance)
• Katya Silver, Director of Professional Certification (partial attendance)
• Christy Herz, Senior Governance Manager
Welcome
National President Ernie Almonte welcomed the group. A motion was made and seconded to adopt the July 20, 2019 NGB meeting agenda. A vote was taken and the motion was approved unanimously. Ernie led introductions to help the members of the Board get to know each other.

President’s Year-End Message
Immediate Past National President John Lynskey wrapped-up his year as President, thanking 2018-19 National Executive Committee members for a great year and for Giving Back to the Profession. He highlighted the following accomplishments:

- Expanding the CGFM program at universities
- Increasing electronic student memberships
- Completing the transition to modernize AGA’s governance for the future developing governing documents for National Governing Board, National Council of Chapters and Leadership Development Committee
- 25 Presidential Visits to Chapters to visit leadership and support educational events

John thanked AGA staff for their support and presented a gift to Ernie.

Finance and Budget Committee Report
Immediate Past National Treasurer Dennis Green introduced 2018-19 Audit Committee Chair Eric Berman to report on the FY19 Financial Statement Audit. AGA worked with a new audit firm this year, having completed a competitive procurement process. The format of the financial statements changed this year due to a change in FASB standards. Included is a Statement of Functional Expenses, which Eric highlighted as an important tool, showing AGA’s functional expenses are 13% of our overall spending.

Eric reported that there were no issues with AGA’s financial statements, and the auditor presented an unmodified opinion. AGA’s net assets increased in FY19 and is overall a healthy organization from a financial perspective.

Eric presented a required communication, the FY19 Letter to Those Charged with Governance, showing that no audit adjustments were brought to management’s attention.

Eric thanked the members of the Audit Committee for their service and noted that Sharron E. Walker, CPA, CFE, City Auditor for the City of Scottsdale and member of AGA’s Phoenix Chapter, will most likely be elected by committee members to serve as Audit Committee chair in the year ahead.

Dennis Green reiterated that AGA is in a stronger financial position now than we were last year and we had excess revenue over expenses in the amount of $139,614 due to exceptional PDT 2018 and NLT 2019 results, although a deficit was budgeted for the year. He reviewed financial outcomes for the year in each program area. In addition, Dennis highlighted other Finance and Budget Committee (FBC) accomplishments for the year: a financial policies revision, a streamlined internal control review process, a webinar for chapter treasurers, and helping chapters with IRS Form 990 filing issues.

Dennis thanked members of the FBC for their service.

Cristina Barbudo presented FY20 Financial Highlights so far, noting we are on par or better than budget in most areas.
It was noted that 50% of AGA’s revenue is from three training events; risk management for that was discussed. We budget for training events very conservatively and the FBC reviews financials monthly and can recommend budget adjustments as needed throughout the year. PDT, AGA’s biggest revenue event, is at the beginning of our fiscal year, so if it does not do well, we can adjust as needed for the remainder of the year.

National Treasurer Andrew Lewis reported that in the year ahead the FBC will participate in more long-term, visionary planning for the organization as well as help support chapter treasurers. In addition, the committee will explore reducing AGA’s credit card merchant fees.

**Leadership Development Committee Report**

Leadership Development Committee (LDC) Co-Chair John Lynskey reviewed the charter and composition of the LDC, noting that committee terms are two-years and staggered. We are currently seeking three new members for the committee, one each from the federal government and state government, as well as a private sector representative. Send recommendations for these appointments or criteria for them to John Lynskey or Dennis Green, who in coordination with the committee, will recommend appointments for approval by the NGB at the September meeting.

Once formed, the 2019-2020 LDC will be seeking candidates for the following NGB positions beginning July 1, 2020: National President-Elect, National Treasurer-Elect, one Director (At-Large), and Directors of National Council of Chapters Areas 1, 3, 5, and 7.

LDC Co-Chair Dennis Green reviewed desired attributes of NGB members. It was recommended that the LDC inform NGB candidates during interviews of the skills required to serve, especially giving educational presentations to chapters if that is expected.

John and Dennis asked the group for ideas on how the LDC can mentor future leaders. NGB members were asked to share their AGA story where possible to model their path to AGA leadership. It was noted that the LDC should try to help guide nominated, but not selected, individuals in areas they can improve, such as volunteering for a national board or committee for leadership development.

**President’s Report**

Ernie Almonte presented the National President’s Report. A motion was made and seconded to approve the minutes from the June 4, 2019 NEC meeting. A vote was taken, and the motion was approved unanimously.

Ernie presented DM 19-13—Committee and Board Appointments, appointing members to serve on national boards and committees for the 2019-2020 year and beyond. A motion was made and seconded to approve DM 19-13 as proposed. A vote was taken, and the motion was approved unanimously. It was noted that certifications should be added to the name of each person nominated on future DMs.

Ernie presented his theme for the year, “Taking a Proactive Approach to the Future of our Profession,” saying in the year ahead we will work to ensure our members are future-proofed, helping them be prepared for a changing profession. To this end, we will focus on:

- New skillsets
- Chapter health
- Young professionals
- Membership diversity/inclusion
A question was asked if a name change for AGA will be considered in conjunction with these goals. It was discussed that the Board will develop an organization-wide process to explore the possibility of a name change for AGA that will involve NCC representatives and engage chapter leaders and members. It was noted that the Board should consider an outside consultant to guide the organization through the process and that we should include non-AGA members in the process.

**NGB Role/Position Description**
Ernie recommended that Board members consult the NGB Member job description frequently and in between board meetings and ask themselves how they can take steps toward accomplishing each role. He noted that a subcommittee will be established to make recommendations to the Board for the CEO’s contract which expires in 2020.

**National Council of Chapters Meeting Overview**
National President-Elect Wendy Morton-Huddleston reported on plans for the National Council of Chapters meeting to be held the following day. She noted that it would include teambuilding, engagement and dialogue and that chapter representatives would discuss membership recruitment and engagement strategies. 84 attendees are expected.

**CEO Report**
CEO Ann Ebberts provided an update, highlighting the attendance of this year’s PDT in New Orleans as the largest ever with 2430 registrants (2274 in-person), which is 138% of our budgeted attendance.

She reported on several partnerships: drafting a cooperative agreement with Government Finance Officers Association (GFOA), and recent corporate partner advisory group accomplishments including a Grants Survey Report, a Robotic Process Automation Report, an Inspector General Survey, and the kickoff for the 2020 CFO Survey.

She highlighted new revenue streams supporting education event planning for the Department of Veterans Affairs as part of a corporate partner’s contract. We aim to support their virtual training and deliver GFM courses to them as well. AGA is also supporting registration for the Association for Federal Enterprise Risk Management (AFERM) October event. A question was asked if it was a conflict of interest contracting with VA as a 501(c)(3). It was noted that delivering training to government entities is part of our strategic mission.

AGA collaborated with the Bipartisan Policy Center on a report on government oversight and Ann participated on a panel with several former government executives for an executive release of the results of the report. AGA is also working with the CFO Council and the Council of Inspectors General on Integrity and Efficiency (CIGIE) for an August 5th educational event (Impacts of Emerging Technology on the Workforce) to be held at the General Services Administration’s headquarters.

**Using NEC Assessment Results in the Year Ahead**
Governance Committee Chair Justin Poll recognized 2018-19 Governance Committee members for their service: Tim Baker, Scott Bell, Gerry Boaz, Corinne Dougherty, Don Hammond, and Richard Norment.

Justin led a discussion on how the 2018-2019 National Executive Committee assessment results, presented at the June NEC meeting and shared with new board members in advance of this meeting, can be used to set Board goals for the year ahead. He provided a brief overview of the assessment results, showing lowest scores were given in the areas of:
• tracking progress toward meeting the associations goals—having good metrics to assess how programs are performing
• using the association’s mission and values to drive decisions
• having a clear understanding of Board and staff roles
• ensuring there is a process for reviewing the compensation of key employees
• having a diversity/inclusion statement

These areas were discussed, and it was suggested that the Board designate committees to be responsible for changes in these areas. It was noted that Board members may need more training or an expert to facilitate progress in these areas, perhaps at our LEAD! event. The Board asked what the governance committee recommends for next steps in these areas.

Membership Update
Chief Operating Officer Susan Fritzlen provided a membership update, noting that the number of members not renewing their membership this year increased over last year by 268. The Board discussed options for encouraging renewals and how to engage members more. On the recruitment side, we bring in 150 new members per month.

We are filming member videos at PDT, *A Day in the Life*, to raise awareness of the work of government financial management professionals. Membership staff are also working on launching mygovcareer.org, a new website for students. We are exhibiting at Beta Alpha Psi’s annual conference, the accounting honor society. Our social media accounts are thriving. Personal ‘check-in’ calls to chapters will continue and staff have put together a central spreadsheet to capture pertinent information gathered from the calls. Included is a ‘statement of position’ (i.e., the ‘health’) for each chapter that will be updated regularly and can be shared with Leadership at any time. Please let us know what other kind of chapter metrics we can provide.

Program/Committee Reports
Financial Management Standards Board (FMSB) Vice Chair, Craig Murray, reported on the committee’s 2018-19 work: nine exposure drafts (Lealan Miller testified before GASB) and four written responses (Gene Dalton testified before FASAB). There are currently 18 members of the FMSB with a broad set of backgrounds, and we are seeking new members.

Ann Ebberts spoke on the Intergovernmental Partnership’s behalf about this group which includes state, local and federal government members working together to identify and solve management and accountability issues facing government today. The groups current projects include: Cyber Risk and Payment Integrity. AGA recently launched a Cyber Hub on our website. The Partnership is working with HHS to identify payment integrity problems and help find solutions for them.

Professional Certification Board (PCB) Chair Sherri Voigt and Director of Professional Certification Katya Silver reported on the CGFM program’s 25th anniversary and exam update. We have had many promotions in 2019 to celebrate the 25th anniversary and will highlight it at PDT’s Tuesday lunch.

The major exam update is conducted every five years. It involves reviewing and updating the exam content outline and writing new exam questions to reflect the new outline. We held a successful question writing workshop with subject matter experts. The next step in the process is beta-testing of the new exams which will take place in September-October. Scoring and quality control steps will take place in November-December. The new CGFM exams will go live January 1, 2020. The CGFM team has
been simultaneously updating the study guides to include the new content and switching vendors. The updated 2019 editions of study guides (online and print version) are now available.

We are seeking people to participate in the beta-testing of exams. The exam update will help us keep the certification up-to-date and continue to grow the program.

The group discussed how the certification is promoted. This year we have focused on online advertising: LinkedIn, Facebook, Twitter and Google Ad-words. In the past we also advertised in the following publications: Route 50, Gov Exec and Governing. Most of our certification candidates say they learned about it through their employers. Please let us know if you have other ideas for marketing the certification.

Corporate Partner Advisory Group (CPAG) Chair, Kevin Greer, reported about the group’s 75 firms and four subcommittees: financial systems and technology, performance management, accounting & auditing, and small business. He highlighted the annual CPAG Dinner series and All-Hands meeting. He noted that the group is interested in connecting AGA chapters with corporate partners and will be working on that in the year ahead.

Closing Remarks
Ernie Almonte thanked the group for participating and summarized the following takeaways:

- Remember, we’re trying to prepare our members for the future!
- We will be setting up task forces on exploring a name change and developing a CEO renewal contract
- Think about how you can be an ambassador for AGA and/or mentor a young professional
- Send recommendations for Leadership Development Committee members to John Lynskey or Dennis Green
- Retain a sense of urgency- consult the NGB member job description in between Board meetings and take steps toward accomplishing each role
- Think every day about amplifying the message/mission of AGA