AGA National Executive Committee (NEC)
Meeting Minutes
June 4, 2019
Virtual Meeting

NEC MEMBERS PRESENT
- John H. Lynskey, CGFM, CPA, National President, Washington D.C. Chapter
- Ernest A. Almonte, CGFM, CPA, CFE, National President-Elect, Boston Chapter
- James R. Arnette, Jr., CGFM, CISA, Immediate Past National President, Nashville Chapter
- Dennis G. Green, CGFM, CPA, National Treasurer, Northern Virginia Chapter
- Andrew C. Lewis, CGFM, CPA, PMP, National Treasurer-Elect, Montgomery/P.G. Chapter
- Christina R. Beck, CGFM, Immediate Past National Treasurer, Washington D.C. Chapter
- Joseph H. Connolly, CFE, CICA, Senior Vice President Section I, Northern New Jersey Chapter
- Mark A. Runyan, MBA, CICA, Senior Vice President Section II, Mid-Missouri Chapter
- Elizabeth M. Woody, CGFM, Senior Vice President Section III, Idaho Centennial Chapter
- Gina I. Smith-Moss, MSM, MBA, CICA, Senior Vice President Section IV, Shenandoah Valley Chapter
- David A. LeBlanc, CGFM, CFS, Senior Vice President At-Large, Boston Chapter
- Melinda Miguel, CIG, CFSA, CBM, CICA, PMP, Senior Vice President At-Large, Tallahassee Chapter
- Wendy Morton-Huddleston, CGFM, PMP, Senior Vice President Appointed, Washington D.C. Chapter
- Gloria L. Jarmon, CGFM, CPA, Senior Vice President Appointed, Washington D.C. Chapter
- Deborah Loveless, CGFM, CPA, Senior Vice President Appointed, Nashville Chapter
- Carlos A. Otal, CPA, Corporate Partner Advisory Group Chair, Ex Officio Member, Washington D.C. Chapter
- Sherri Voigt, CGFM, CPA. Professional Certification Board Chair, Southern Wisconsin Chapter (non-voting member)
- Ann Ebberts, MS, PMP, Chief Executive Officer, Ex Officio (non-voting member)

OTHER ATTENDEES
- Justin W. Poll, CGFM, Governance Committee Chair, Washington D.C. Chapter (partial attendance)

NATIONAL OFFICE STAFF PRESENT
- Susan Fritzlen, Chief Operating Officer
- Cristina Barbudo, MS, CPA Director of Finance & Administration
- Christy Herz, Executive Assistant/Governance Manager

Welcome and President’s Report
National President John Lynskey welcomed the group and thanked outgoing NEC Members for their service and Giving Back to the Profession: James Arnette, Dennis Green, Christina Beck, Mark Runyan, Marsi Woody, Melinda Miguel, Deborah Loveless, Carlos Otal and John Lynskey.

A motion was made and seconded to adopt the June 4, 2019 NEC meeting agenda. A vote was taken, and the motion was approved unanimously.

A motion was made and seconded to approve the minutes from the February 26 and March 27, 2019 NEC meetings. A vote was taken, and the motion was approved unanimously.
A moment of silence was held for Past National President William D. Miller who passed away unexpectedly in May.

National President-Elect Ernie Almonte presented DM 19-08 Committee Appointments, appointing members to serve as National Committee chairs for a one-year term. A motion was made and seconded to approve DM 19-08 as proposed. A vote was taken, and the motion was approved unanimously.

Ernie presented DM 19-09 Board Appointments, appointing members to serve as chairs, vice-chairs and members of National Boards. A motion was made and seconded to approve DM 19-09 as proposed. A vote was taken, and the motion was approved unanimously.

John presented DM 19-10 Chapter Charter Revocations, revoking the charters of six chapters. Senior Vice Presidents for Regional Services discussed that numerous attempts over the years had been made by regional and national leadership to revive these chapters, unsuccessfully. A motion was made and seconded to approve DM 19-10 as proposed. A vote was taken, and the motion was approved unanimously.

John presented the President’s Report highlighting lessons learned from his chapter visits. He thanked the AGA staff for their support through his year as president.

Finance and Budget Committee Report
National Treasurer Dennis Green presented FY19 draft financial statements, highlighting that while a deficit was budgeted this year, we ended the year with an excess of $139,615, primarily due to a successful PDT 2018. He also reported that the Balance Sheet is in a very strong position.

Dennis presented the National Treasurer and CEO Assertion letters assessing the effectiveness of the Association’s Internal Controls. He also presented DM 19-11-Financial Policy Update, recommending changes to AGA’s financial policies to update compliance review procedures, revise contract review amounts, and amend references to AGA’s governance structure. A motion was made and seconded to approve DM 19-11 as presented. The motion was approved unanimously.

Director of Finance and Administration Cristina Barbudo noted that the annual audit has been mostly completed, performed by an audit firm new to AGA this year, and the draft numbers presented are now final.

CEO Ann Ebberts reported on a staff effort to increase GFM and education course sales, working with the CFO Council on a workforce development program, highlighting the training opportunities provided by AGA and the power of the CGFM certification.

LEAD! and National Council of Chapters Update
Ann Ebberts reported on the new LEAD! leadership training program provided to AGA chapter leaders this spring. Chapter leaders valued the time spent together to discuss challenges and solutions. A resource fair showcased the many AGA resources available to leaders and members. The group discussed how to attract new volunteers; how to engage employers; how to do outreach to new agencies, employers, and colleges; how to get corporate partners involved; and how to diversify programming for a variety of members. 100% of those who completed LEAD! evaluations said they would recommend the training to chapter members.
Senior Vice President Wendy Morton-Huddleston reported on a successful orientation to the National Council of Chapters at each LEAD! meeting; there was enthusiasm about this new council as a voice for chapters and a body to help solve issues impacting the organization. She reported that NCC members were very supportive of AGA’s inclusivity efforts, discussed reaching new audiences, provided input on an Elevator Speech to describe AGA, and identified their chapters’ strengths and weaknesses to help each other in the future.

**Senior Vice Presidents for Regional Services (SVPRS) Report**
Mark Runyan, SVPRS Section II, presented the report on behalf of the SVPRSs, highlighting communication, employer support and succession planning as continuing chapter issues. He recommended looking into a campaign or consultant to help with employer support and growing membership and additional training opportunities for chapter leaders.

**Professional Ethics Board Report**
Marsi Woody, SVPRS Section III and chair of the Professional Ethics Board, reported on the work of the board over the last few years, writing Ethics Counts articles for the *Journal of Government Financial Management*, updating the Ethics Handbook, using Topics to respond to ethics questions, contributing to the CGFM study guide, archiving Professional Ethics Board documents online, and handling two serious ethics complaints filed by AGA members about AGA members. Marsi recommended that the NEC add a non-compensation provision for CEC members speaking at their own chapter events to the National Bylaws.

**Leadership Development Committee Update**
Leadership Development Committee (LDC) Co-Chairs Jim Arnette and Christy Beck reviewed with the group the Directors recently elected for the 2019-2020 National Governing Board and presented DM 19-12 -Election of NGB Director, recommending Greg Sanial of the West Michigan chapter to serve as Director (for Chapters) of Area 5.

A motion was made and seconded to approve DM 19-12 as proposed. A vote was taken, and the motion was approved unanimously.

Jim reported that the LDC spent most of its time in its inaugural year, initiating the selection process of National Governing Board (NGB) members. He recommended that going forward, the LDC focus more on mentoring and preparing individuals for NGB roles.

**Governance Committee Report**
Governance Committee Chair Justin Poll provided an update on governance transition activities, highlighting the kick-off of new annual chapter leadership training, an updated Chapter Bylaws prototype and new chapter policies and procedures template, and the upcoming first meetings of the 17-member National Governing Board and 73-member National Council of Chapters.

Justin provided an overview of NEC assessment results, highlighting changes between this year’s assessment and last year’s assessment. He encouraged all NEC/Board members to participate in the year ahead as there was not 100% participation this year.

The assessment showed NEC members feel the effectiveness of NEC meetings has improved in recent years. In addition, scores for the NEC monitoring the financial health of the organization were high, as well as engaging NEC members in the work of the board.
The NEC scored themselves low in the area of strategy, especially tracking progress toward strategic goals and identifying standards against which to measure organizational performance. Using the Association’s mission and values to drive decisions was rated low. It was suggested that as new board members come on the board, we should review the strategic plan and engage them in strategic decision making throughout the year. It was noted that trust between NEC members and the CEO was mentioned as an issue in the comments section, as in last year’s assessment.

There were some low marks for the NEC’s awareness of the organization’s financial details, and it was discussed that the role of the Finance and Budget Committee (FBC) is to review financial details on a monthly basis and the NEC has a high degree of trust in the FBC.

It was discussed that NEC members would like to have more opportunities for networking with other organizations, not just the CEO. It was noted that all NEC/Board members are encouraged to represent AGA when they attend other organization’s events to make connections and initiate collaboration. It was noted that this is part of the new National Governing Board member’s job description, and that we should work with the incoming board on how to support this component of their role.

The new chapter visit request form was discussed. We are encouraging chapters to leverage the knowledge of national leaders when they come to speak to their chapter and, during the visit, meet with employers, universities, or chapter leadership to discuss chapter issues. All National Governing Board members will be considered for chapter visits in the new program.

It was noted in the NEC assessment report that AGA doesn’t have a specific diversity and inclusion statement. The Governance Committee recommends putting one in place.

Justin thanked the members of the 2018-2019 Governance Committee.

**Closing Remarks**

John Lynskey thanked the group for participating in the meeting and called for an Executive Session for the duration of the meeting.