

**Association of Government Accountants
Baltimore Chapter
Chapter Executive Committee**

Agenda

**August 2, 2018
2:00 – 2:30**

Meeting Location: Call-in Number: 1-877-951-8654
Participant Code: 4983606#

- I. Call to Order: *Susan DeLabio, Kevin McCarthy, Leroy Chester, Mike Tracht, Masoud Najmabadi, Kristen Schnatterly, Paul Geraty, Johnny Ramsey, Kelly Stankus, Renée Rawlins, Shenika Smith, Lori Lee, James Switzer*

- II. President's Report: *Leroy thanked everyone for coming. Referenced email sent earlier to share his thoughts coming into the program year, which further references prior emails. Meetings changed to 30 mins. Leroy attended PDT this year along with Kelly, Lori, and Johnny. It was a great opportunity and a reminder of the great organization members are a part of. Leroy has great respect and has been a member since 2002. Reinforced that AGA Baltimore will be a championship team if we work together, brining everyone's knowledge, skills, and positive energy. Great synergy to accomplish a lot together as a team. AGA Chapter Leadership Handbook and Chapter Recognition Book are blue prints to be a successful chapter. Leroy will submit the AGA Baltimore Chapter for chapter recognition at the national level.*

- III. Approval of prior meeting minutes: *None*

- IV. Budget Review: *paid a few bills*

- V. Committee Updates
 - *Accountability: No updates. However, Jason Wagner is on Early Careers so there's a need to find someone else for Activities. Leroy contacted someone at SSA/OIG to prepare CCR but need approval from upper management. Need to have CCR done and drafted by September 30 to maximize on the activities points.*
 - *Activities: Johnny – Asks that the first initial submission from over the summer through a week before the September 30 deadline is provided to Johnny. Use chapter handbook as a guide. Suggested a budget of the points of what each committee expects by going through the CRP and provide to Johnny by the end of August. It will help Johnny to monitor what points should be accounted for before the end of the year.*
 - *Awards – No updates. On 8/1 Carla Crabbe, past president 1994 -1995, was presented a flower arrangement with a vase from the AGA Baltimore Chapter*

- from the awards committee. Jim Arnett and Anne Ebbers provided a certificate of appreciation from National. AGA Baltimore also wrote up a recognition for Carla. All provided at Carla's retirement party/celebration.*
- *By-Laws & Procedures: No updates. Leroy mentioned it's an important role to recognize rules and by-laws to keep the organization in line. Leroy suggested that each monthly meeting, Kevin can bring a tidbit that the board is aware of so that the Chapter can keep abreast of it.*
 - *CGFM: No updates. Committee has one complete set of study guides available for chapter members to borrow. Proposed plan to heighten awareness through AGA and CGFM videos. Looking for ideas to spread the importance of the CGFM, especially within the Federal Government.*
 - *Community Service: Susan and Lori volunteered at Halethorpe for Habitat for Humanity. Committee wants to do again during this program year. Suggested to do on personal time if can't with chapter. At PDT, AGA Baltimore Chapter provided a \$200 gift certificate from G&M to the silent auction. Lori will send email to Kristina to send out a reminder blast regarding the baseball game.*
 - *Communications: No updates*
 - *Editorial: Wants to do better. Have pictures for Q2. No draft for Q3. Will capitalize on PY program pictures to include in upcoming newsletters. Leroy met with a person from National on July 25 regarding areas for improvement for formatting and consistency. Talked about preparing a newsletter template for all chapters – headers, font size, and coloring. Monthly newsletter suggested so that membership is informed timely, less emphasis on length.*
 - *Publicity – No updates*
 - *Education and Programs: First committee meeting at 3pm on 8/2. Suggested president elect to be a speaker for this program year*
 - *Meetings: Contracts have been signed for September to November at Matthews and December for Rolling Road. Will work on 2019. Need to get with Mike to renew NASBA certification and pay the renewal fee. Need debit card to put in to the website.*
 - *Membership – 200 members. Suggestions for more members and meeting attendance, such as gift cards. At PDT, John talked about his goals, which was emphasis on membership from state and local levels. Chapter needs to align selves with the AGA National level. Paul offered to brainstorm and talk about the local competition and how to get more members from the state and local organizations. Consideration of getting CMS more involved. Masoud will include Paul on the monthly updates. National decided at PDT that students can join for free.*
 - *Early Careers: No updates. Leroy to follow up with Jason Wagner*
 - *Sponsorship: Paul to reach out to current sponsors and do benchmarking against benefits of sponsoring, to keep up with past chapters*
 - *Webmaster: Moved to the AGA National hosting. Soliciting feedback presently. Requested others to send an email to be included on the quality control. Will reach out to committees to validate the content. Consideration of keeping old domain name and redirect to new site or let go of old domain name*

VI. New Business – *Meetings will revert to 1 hour in length*