

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

*Agenda*

**December 7, 2017**

**1:00 – 2:00**

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

- I.      Call to Order – *Kelly Stankus, Leroy Chester, Michael Tracht, Kevin McCarthy, Joanne Burnett, Shelvon Costley, Shenika Smith, Paul Geraty, Susan DeLabio, Lori Lee, Renée Rawlins*
  
- II.     Approval of prior meeting minutes – *Updates requested: Activities – Leroy and Mike met with Mike Wolinski and will have a meeting with him and Shelvon. Editorial – working on the quarterly newsletter not a November newsletter. Committee similar to proclamation in April 2016, will observe or recognize CGFM month in March. Education – donations are made based on the speaker's choosing. New business – Leroy to reach out to Carla and Joanne.*
  
- III.    Budget Review – *No updates. Leroy to reach out to Johnny regarding the budget.*
  
- IV.    Committee Updates
  - *Accountability – No updates.*
  - *Activities – The documentation related to the AGA recognition program was reviewed on 12/7. Committee will send out what points are associated with each activity. There are several categories, such as, Leadership, Education, Certification, Communication, Membership, Accountability, Community Service, and Awards. The Activities Committee wants to reach out to everyone and provide each committee the available points for their particular sections. Quarter closes 12/31 and the committee wants to ensure points available are retrieved. Everyone needs to get back to the committee by 12/21.*
  - *Awards – Shelvon sent recommendations for committee member awards via email. Pending response from Mark. There are three pending. Unsure if they can be given during the December meeting or not.*
  - *By-Laws & Procedures – Annual review of the AGA chapter's by-laws and procedures to be conducted in order to ensure that the chapter's by-laws and procedures aligns with National. Points will be reported in the 3<sup>rd</sup> quarter instead of the 2<sup>nd</sup> quarter.*
  - *CGFM – Shelvon unable to attend meeting in November. There are no updated copies for the CGFM books for 2016. Committee to touch base with Johnny to*

- ensure there is enough money in the budget to purchase two sets. Difference between 2016 and 2014 are a few minor grammar updates but the Chapter would like to have updated books available to persons interested in taking the exam.*
- *Community Service – Packets, including cards and candies, were sent to troupes on 12/1. There will be a 50/50 raffle at the December meeting. 50% goes to the Maryland Food Bank. Chapter will match up to \$200.*
  - *Communications – No updates.*
  - *Editorial – Committee is working on the quarterly newsletter. Goal to have done by the end of Nov. 70% complete. First draft will be completed and provided to Shelvon for review. Will wrap up and complete before the end of the year.*
  - *Publicity – No updates. Social media sites are still being updated about meetings, example twitter, posting pictures, and showing a social media presence. Shelvon requested that the pictures are sent to Jamila so that AGA Baltimore is present in the social arena. To boost interest in AGA, Shelvon sent three articles regarding AGA to the CMS division newsletter for the Financial Services Group (FSG comes out in January), Accounting Management Group (AMG in January), and the CMS wide newsletter.*
  - *Education and Programs – December meeting is set for next Wednesday thanks to Kelly and Paul. Kelly had a question to ISACA about the preliminary agenda but haven't heard back. There are about 75 joint attendees, of that, 45 are AGA attendees. Meeting at Rolling Road Golf Club. Spoke to president of ASMC for a joint meeting for 2019 instead of January. There is only one speaker for January who will be speaking for 50 minutes, Stephen Goss, of SSA. Pending a response from MACPA. Kelly to do agenda for the December meeting and Joanne to provide speakers for January. It was mentioned that Johnny has a suggestion for speakers who will not charge a fee. Paul said he can find speakers if topics are provided to him. Paul requested the final, updated listing of the topics we currently have so that no topics are being duplicated. The National President will be at the February meeting. March is the early careers meeting and there is no speaker for that meeting. April is the awards luncheon and it was decided at the previous month's board meeting to have this as an evening meeting. Contract switched over for an evening meeting at Matthews. Committee trying to get at least 2 CPEs because at 1 CPE the Chapter will lose a lot per person. Currently has one speaker for April but need another speaker. Will be a Scholarship Reception instead of a luncheon. May ethics and fraud training – has one speaker for 4 hours. Joanne will update the tentative schedule and provide to the editorial committee, Paul, Johnny, and Shelvon.*
  - *Meetings –The committee will do the raffle prizes as done in the past. Raffle is different than the 50%/50%. Meetings will be back at Matthews for January through April and at Maritime for May's Fraud Conference.*
  - *Membership/Early Careers – Shelvon spoke to Masoud on 12/7, who is still reaching out to universities. Leroy working on Morgan State University and UB. Masoud reached out to UMBC. Shelvon would like a student presence in the March /April meeting. SSA just hired a Stevenson student who is the VP of the accounting club there.*

- Sponsorship –GT has contributed their sponsorship funds. AGA issued multiple invoices to KPMG and KPMG is working through processing one. Paul would like a list of non-governmental organizations/members and other individuals who are government contracts, like Kearny or CLA. Paul will reach out to them and see if they would be interested in participating as a sponsor this year. Shelvon will forward the email to Paul. Can try to get others active in the chapter, such as E&Y, SSA contractors, Deloitte, Accenture, IBM. Request made to send email to Paul, Leroy, or Shelvon.
- Webmaster – Website domain doesn't expire until 2018, tabled for now. Shelvon spoke to Louise and Daniel, the IT guys from National. The new site will be up and running at the same time the current page is disabled. Need to touch base with James to inform him that the Chapter will not renew for 5 years since it expires in 2018.

V. New Business – Leroy met with Carla and Joanne G. Meeting went really well. Sent email to Kelly, Jamila, Shelvon, Joanne B., and Johnny for them to be a part of the nominating committee with Leroy. It will be informational and would like enthusiastic people to be a part of the board. Would like board suggestions created by January 2018. This is Shelvon's last meeting until maybe March/April as she is expecting.