

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

Agenda

**January 4, 2018
2:00 – 3:00**

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

I. Call to Order –*Mark Silvestri, Michael Tract, Joann Burnett, Masoud, Kristin Schnatterly, Jeff Lewis, Kelly Stankus, Leroy Chester, Lori Lee, Paul Geraty, Vivian Eaddy, Jamila Webb, Renée Rawlins*

Leroy shared a quote, “When someone does something good, applaud, you will make two people happy” By Samuel Goodwin based on a book he’s reading entitled “Encouragement Changes Everything”. Leroy also expressed his gratitude for the board and shared AGA’s mission and chapter recognition program, as a reminder that he wants the Chapter to be a championship team and be the best.

II. Approval of prior meeting minutes – Minutes to be approved next meeting. Minutes were approved via email on 1/12.

III. Budget Review – Leroy to follow up with Johnny about the budget.

IV. Committee Updates

- Accountability – *No updates.*
- Activities – *Mike Tract, sent emails at the end of the year, got responses from everyone, and updated headquarters with the Chapter’s points as of the second quarter. Shelvon had information she wanted to include in the first quarter and Mike is following up with headquarters. 12/31 is the end of the 2nd quarter and 3/31 is the end of the 3rd quarter.*
- Awards –*Shelvon submitted three names to give out awards to. There will be three chapter service awards in the January meeting. Committee is getting ready for the scholarships. The committee will go through the four-year and community colleges in MD and DC, to ensure the contacts are current. Mark mentioned that the committee should meet its chapter recognition points.*
- By-Laws & Procedures – *Leroy received an email from Kevin M. He intends to ensure that the Baltimore chapter by laws are aligned with Nationals by the third quarter.*

- CGFM – *Through the end of January, Kristen will work on submitting the proclamation in March. Reached out to Johnny for paying for hard copy guides, cost is \$540.*
- Community Service – *Committee quiet for the next couple months but picks up in the Spring with the 5k, Easter egg hunt, and Habitat for Humanity. Request made to let Lori, Vivian, or Susan know if there's any community service events to be done during the quiet months.*
- Communications – *No updates. Mike will follow up with the committee Chair.*
- Editorial – *Committee met on 1/3. Close to completing the quarterly newsletter. Leroy asked the Chapter's secretary, Renée to be a part of the committee. Leroy wants to implement a documented process so that anyone can step in and take over the newsletter and divvy up tasks so that not just one person will be working on the newsletter. The newsletter is important to communicate and highlight accomplishments at a chapter level to national and also important for chapter recognition.*
- Publicity – *Registration has been posted on social media. Jamila made a request to board members to connect with AGA Baltimore social media sites and share the meetings and other info. The Chapter currently follows other AGA chapters via twitter mostly and likes their posts to show its engagement in social media.*
- Education and Programs – *December's joint meeting was a great success. It's a treat to go to Rolling Road Golf Club and lots of people won prizes. Three speakers confirmed for the January meeting. Two speakers confirmed for the February meeting, which includes the National President as a speaker and two KPMG speakers. There's an open slot for a 50 minute speaker for 2/21. March early careers meeting is 2 CPE credits and no speakers have been identified – Joann requested names and possible topics. April evening awards meeting will be for 2 CPE credits and the committee hasn't identified any speakers. Last meeting of the year is the May ethics and fraud training. There is a speaker for 4 CPE credits on ethics and one other potential speaker. Need two additional speakers to get up to the 8 CPEs for the day. Cordless mic doesn't work at Matthews. Kelly to do research to get pricing on a new or advanced model of a cordless mic so that it's compatible with Matthew's adapter. Speaker gifts – not sure if Shelvon ordered something or if to continue allowing speakers to donate to charities. Leroy to follow up with Shelvon.*
- Meetings – *No additional updates. Leroy thanks Kelly for her support and positivity as he fills in for Shelvon.*
- Membership/Early Careers – *Masoud mentioned that Berhanu is helping to reach out to someone at UMBC. Pending a response from Berhanu. After 1/4, Masoud will reach out to the school. Masoud reached out to Loyola for AGA to visit the campus and also reached out to UB and heard something back. Committee looking forward to coordinating with UB and Morgan State University.*
- Sponsorship – *Paul sent email to Becker to determine if they would like to continue their sponsorship of the chapter, pending a response, if nothing, Paul will follow up. Leroy and Paul exchanged emails to obtain a complete membership listing to identify potential sponsors.*

- Webmaster – *No updates. Leroy to reach out to James to ensure he has the appropriate understanding here.*

V. New Business – *No major updates. National noted that the chapter had two new members in the month of December. One from the Housing Authority of Baltimore City and the other from KPMG. Nominating committee – meeting was scheduled for December but has been rescheduled for the week of 01/08. Leroy encouraged that every committee needs a succession plan.*

Meeting Adjourned.