

**AGA – Phoenix Chapter
Chapter Meeting
Wednesday, April 10, 2019
12:42 p.m. – 1:45 p.m.**

**ASU SkySong
1475 N Scottsdale Road
Scottsdale, Arizona 85257**

Attendees:

Mary Adelman, CGFM	Membership Committee Chair
Kelly Alkhoury	Scholarship Committee Chair
Jordan Dale	Board Member (12:55 p.m.)
Robert Harwood	Board Member (by phone, 12:45 p.m.)
Michelle Huckabay, CGFM	President
Gergana Kovatcheva, CGFM	Treasurer
Paola Matson	Secretary (12:50 p.m.)
Marvin Mendieta	Board Member
Keith Orr, CGFM	Education Committee Chair
Kim Prendergast, CGFM	Accountability Chair
Cindy Smith, CGFM	Vice President (by phone)
Anthony St. George, CGFM	Education Committee Member

Not present:

Getzamany Aragon	Program & Young Professional
Cindy Ensign	Community Services Committee Chair
Jerry Snyder, CGFM-Retired	Education Committee Member

I. President Michelle Huckabay called the meeting to order at 12:42 p.m.

II. Approval of minutes

Minutes for 03/06/19 needed approval.

MOTION: Mary Adelman made a motion to approve the March 6, 2019 meeting minutes as written. Marvin Mendieta seconded the motion and it passed unanimously.

III. Approval of financial reports

Gergana stated that she found the Walmart purchase receipt, and has the \$50 to deposit. She will hold it for the PDT in case change is needed and then deposit it.

MOTION: Mary Adelman made a motion to approve the December 2018 and January 2019 treasurer's reports. Keith Orr seconded the motion and it passed unanimously. Checks Outstanding from March 2018 – should be removed from report and cancelled.

IV. LEAD document (Mary)

Mary, Marvin, and Kelly are attending the LEAD in Kansas City.

Board members were asked if they have any issues they would like discussed at the LEAD.

Items discussed included:

- Attending meetings virtually
- Attendance dropping
- Partnering with other organizations (such as for Ethics)
- Involvement with early career/college students
- Recruiting new board members
- Strategically what is being done to increase membership
- Marketing campaign strategies
- Incentives to add new members

V. Discussed audit response letter

For the item the board is in disagreement with, we will respond with a statement similar to:

The Board does not agree with this finding as the period of review was July 1, 2017 through June 30, 2018, and the finding identified is outside this period of review. The Board reached out to the auditor, who was unable to provide the error for the Board's review. It is the Board's opinion that the finding was presented in error.

ACTION: Anthony will update the Audit letter and send it to the board members by email.

VI. Approve Sponsorship Program

MOTION: Mary Adelman moved to approve the Sponsorship Program. Marvin Mendieta seconded the motion and it passed unanimously.

VII. Finalize PDT details

- We will need three members of the chapter to help with the registration.
- Kim introduced the menu for the PDT training and the board agreed.
- Kim mentioned that she received an email from the facility group at Rio Salado saying that the conference room is reserved for us from 7:00am to 4:30pm, they will give us a stage, and for the last section we need 3 tables and 5 chairs with panel microphone, a podium microphone, the L microphone, two hand held microphones and a presentation station.
The food table is in the north hall. And she sent an email to Jesus a correction saying that we need two sponsor tables by the elevator, a long by the power strip and the tables for registration.
- Introduction of speakers:
Keith will introduce Michael, Kathleen
Michelle will introduce Chad who will introduce John.
Jerry will introduce Kurt Freund
Jerry will introduce the treasurer
Cindy will introduce the panel
Gergana will introduce Brian

Cindy said how much she appreciates all the work has been done behind this event.

ACTION:

Kim: will make a copy of the brochure and send it by email to the board to review the spelling before she print them in color copies.

Gergana will ask Grant Thornton to send a bigger logo.

Kim: stated that we identify our sponsors providing the breakfast, providing the ice cream social and introducing the first speaker.

Michelle stated that we are working on getting the handouts and the bios.

Michelle said that the reason we are choosing a different place for the speaker's dinner this year is due to that we are having Mexican food the next day. The dinner will be at the Water Shed.

Michelle asked the members of the board who will be able to go to the speaker's dinner: Keith, Jerry, Gergana, Cindy, John and Paola will go.

We invited Chad.

Michelle mentioned that will need to get some gift cards, and Gergana said that she will buy them.

Michelle has three gift cards and Kim said that we will need nine, therefore Gergana will buy 10 gift cards for \$20 dollars each for this event.

VIII. Review meeting needs

These are the remaining meetings for the year, Anthony is working with Brittney about topics and descriptions for the June meetings. Cindy and Michelle are interacting with Nathan about the robotic process animation meeting and the other one we have an audio conference. Michelle said that she thinks is nothing to add at this point. But things are coming along.

IX. Committee assignments & updates

Michelle mentions that John Schutter who has been doing Community Service he had stepped out, but Cindy Ensign agreed to be the Community Service Chair. She is planning a couple things and would like to bring them for next meeting.

Michelle mentions that she talked to Robert Harwood and he agreed to participate in Education Committee as well.

Marvin has expressed interest in doing the Young Professional Committee.

Marvin stated that he and Getzy gave a presentation last Monday to a class of students at GCU. He said that for the most part it was well received; they spoke for about 45 minutes. One of their topics was careers in the Government sector and they also talked about AGA etc. Overall it was pretty good.

Michelle asked if someone is interested in other committee to let her knows.

Paola said that she will interest in the Service Committee in the future.

Michelle stated that she communicated with Nationals that Cindy Ensign will be the Committee Services Chair, and Marvin will be on the Young Professional Committee, and she also update the website with the new committee members.

Jordan has been working in the CGFM exams and he has one more exam to take.

Michelle mentioned that she got an email from Nationals from Renee Gilman and she asked if we are going to donate this year.

MOTION:

Gergana moved to make a motion for \$100 dollars for the silent auction gift and for the monetary donation \$150 dollars for Nationals. Mary seconded the motion and it passed unanimously.

X. ASU Beta Alpha Psi/ Faculty contacts and student free attendance at Chapter meetings

Michelle said that for us interacting with ASU can be really challenge for us to present to the Beta Alpha Psi chapter. In her research she found out that they only allow their sponsors to present the Beta Alpha Psi and the lowest cost to sponsor is \$500 dollars.

Cindy said that working with the College of Public Service and Community Solutions, she can make a connection with some schools they are in her college.

Allowing students free attendance at Chapter meetings; Kelly knows a student that she may attend one of our Chapter meetings if we invite her to come for free to one of our meetings.

XI. Allowing Virtual attendance at meetings

Michelle mentioned that a couple chapters are using virtual attendance at meetings, Seattle and Roanoke and perhaps we may follow their example, but she said that this can be only for our live speakers meetings. One of these chapters sent a document outline what they do and one of them use Go to meetings and the other one use Free conference calls. Michelle said that we can give it a try and test this new technology and see if this can work out for us.

Cindy mention the ASU recently adopted Zoom as a standard so if SkySong has Audio camera and video we can use them in our meetings.

ACTION:

Kim will check with SkySong if they have the ZOOM in their classrooms.

Anthony will reach out to Brittney to ensure if she is ok to test the virtual attendance for her training session.

XII. Other agenda items

No other agenda items.

XIII. Adjourn

The meeting was adjourned at 1:45 p.m.

Respectfully submitted,

Paola Matson

