

**Board Meeting Minutes
AGA Seattle Chapter
GAO – Olympic Room, Columbia Center, Floor 27
Wednesday, September 2, 2015**

Prepared by Tim Dobler

NOTICE
Next board meeting:
Wednesday, October 7, 2015, at 12:00 p.m.

Board Member Attendance:

Member	Title	Present at Meeting
Diane MaKaeli	President	✓
Ken Smith	President-Elect	✓
Pat Bohan	Board Member	✓
Karyn Angulo	Membership Chair/ Historian	✓
Tim Dobler	Newsletter Editor	✓
Ryan Guthrie	Board Member	
Mary Ann Hardy	Education Chair / Professional Development Chair	
John Kurpierz	Early Careers Chair	✓
Sam Lord	Treasurer / Community Service Chair	✓
Liz Naftchi	Research Chair	
Gabrielle Sivage	CGFM Chair and Webmaster	
Sandra Starnes	Board Secretary	

Welcome: Upon determining a quorum is present, the meeting was called to order by Diane MaKaeli at 12:04 p.m.

OLD BUSINESS

I. Approval of Prior Minutes – All

Prior to the meeting, Diane MaKaeli distributed updated minutes for the May 6, 2015 board meeting and the August 22, 2015 Board Retreat at Port Gamble.

The May 6 minutes as presented incorporated revisions Diane received from board members. Board members voted to approve the minutes as amended (motion to approve by Tim Dobler, seconded by Sam Lord, and passed unanimously).

The August 22 minutes contained changes recommended by Board members. One additional spelling error was noted. Board members voted to approve the minutes as amended (motion to approve by Pat Bohan, seconded by Sam Lord, and passed unanimously).

II. GAAC Expenses & Income

Pat Bohan reported that the Washington Society of Certified Public Accountants has not provided a breakdown of the Seattle AGA's share of the proceeds from the GAAC last spring. Pat notes that staff turnover at the WSCPA may explain the delay. Pat will follow up.

Ken Smith, John Kurpierz, and Diane MaKaeli recommended the Board look into ways of using the GAAC as an AGA member and CGFM recruiting tool. It was noted that the Boise AGA Chapter includes membership fees in the cost of attending their annual conference. Ken Smith said he will work with Education Chair Mary Ann Hardy to develop methods of improving AGA visibility and recruitment opportunities at the next GAAC and report back to the board.

II. Meeting Coordinator Position

Karyn Angulo said she will coordinate access to GAO facilities along with other board members employed at GAO. Sam Lord said he will coordinate collections. All board members are requested to assist when needed at meetings and in locating speakers.

III. Overview of Board Retreat

Luncheon Schedule dates were selected for the 2015-2016 Chapter Year.

Speakers still need to be found for some months. All board members are encouraged to suggest topics and presenters.

Emerald Award recipient was recommended at the retreat. Ken Smith suggested a committee be formed to vet the recommended nominee and look for other nominees as necessary.

Website Update quotes will be solicited by Diane MaKaeli for a commercial update of our website. In the meantime, the site should not be advertised.

Chapter Philosophy was provided to the full board. A copy will be posted in the September SOUNDER.

II. Treasurer's Report – Sam Lord

Sam stated that financials for the Chapter year through August 2015 will be issued soon. According to Sam, current cash on hand is about \$9,900. Sam asked that anyone who plans to claim costs related to attending AGA events locally or out of state submit vouchers for reimbursement to allow recognizing costs and making payments. Once the financials are completed to date, copies will be provided to board members and published in the next issue of the SOUNDER.

Sam also said the 2015-2016 budget will be completed soon. Copies will be provided to all board members upon completion. Board members will be requested to approve the budget by emailing yea or nay.

III. Early Careers Update- John Kurpierz.

John said there are no on-going outreach programs currently.

General discussion followed regarding the role of Early Careers and Education & Professional Development Committees. Ken S. agreed to check the descriptions of duties of the two committees and discuss the roles with John K and Mary Ann Hardy.

Diane M added that the University of Washington at Tacoma requested the AGA provide a speaker for discussion groups to be held on a Wednesday in October between 12:30 pm and 1:20 pm. Diane will send around an Email to determine availability of board members.

IV. Newsletter Update – Tim Dobler

Tim requested help in completing the September SOUNDER.

Sam Lord agreed to provide a biographical sketch and photo.

Mary Ann previously offered to provide a write-up of the August AGA retreat.

An Email invitation will be sent to the membership for the September general meeting. Tim will incorporate the notice into the SOUNDER.

The board agreed that the new Chapter Philosophy should be included in the SOUNDER

If time allows, Ken Smith will provide information on including a *Survey Monkey* connection for members to respond to questions in the SOUNDER.

Karyn Angelo agreed to continue to proof the draft issues.

Date of publication of the September SOUNDER remains to be determined.

V. CGFM Update – Gabrielle Sivage

Gabriel was not able to attend the board meeting. Her report was tabled until next month.

VI. Membership Update – Mary Ann Hardy

Mary Ann was not able to attend the board meeting. Her report was tabled until next month.

VII. Community Service Update – Sam Lord

Sam stated that so far, this year's plan reflects previous years' activities. Sam is looking into expanding our community service into other areas. He will report further developments at later meetings.

VII. Membership Update – Karyn Angelo

Karyn's report was tabled until next month.

VIII. Good of the Chapter - All

Change in Board membership. Ken Smith announced that due to other new commitments he will not be able to continue as President-Elect, although he will continue to serve on the Board. Diane requested other members consider taking over the President-Elects duties. The issue will be further discussed at the next Board meeting.

XII. Action Items - All

- **Pat Bohan** – follow-up on GAAC 2015 revenue
- **Ken Smith and Mary Ann Hardy** to develop methods of improving AGA visibility and recruitment opportunities at the next GAAC.
- **Karyn Angulo** will coordinate access to GAO facilities for general meetings.
- **Ken Smith** will form a committee to vet the recommended Emerald Award nominee and look for other nominees as necessary.
- **Diane MaKaeli** will search out a company to update our website.
- **Tim Dobler** will post a copy our Chapter Philosophy in the September SOUNDER.
- **ALL** with outstanding travel or expense reimbursable costs should file a claim with Treasurer Sam Lord.
- **Sam Lord** will issue a 2015-2016 Budget and financials for the Chapter year through August 2015.
- **Ken Smith.** will check the descriptions of duties of the Early Careers and Education Committees and discuss the roles with John Kurpierz and Mary Ann Hardy
- **Diane MaKaeli** will Email Board Members regarding their availability to attend a presentation at the University of Washington at Tacoma.
- **Tim Dobler** will issue the September SOUNDER with input from Sam Lord, Mary Ann Hardy, Ken Smith and Karyn Angelo.

Adjourn: There being no further discussion, Diane adjourned the meeting at 1:38 p.m.