



ASSOCIATION OF GOVERNMENT ACCOUNTANTS

Tallahassee Chapter

Tuesday, April 11, 2017 – 5:30 PM

**Chapter Executive Committee Meeting
HSMV, Neil Kirkman Building, Room B-130**

MINUTES

Call to Order – President Steve Burch called the meeting to order at 5:35pm. The following officers and directors were in attendance:

Chapter Officers:

Steve Burch, President
Alexandra Weimorts, President-Elect
Patrick Cowen, Immediate Past President
Jennifer Larson, Treasurer

Chapter Directors:

Nate Seabrooks
Sasa Stefanovic
Ernestine Jackson
La’Vondria Norton
Jim Maxwell
Justin Evans

Officers and Directors not present:

Jim Lewandowski
Melinda Miguel
Kim Mills
Lemuel Toro
Sam McCall
Jose Alfaro
Michael White
Sue Graham

Guests: N/A

Meeting Quorum – President Steve Burch welcomed the officers and directors to the meeting. Later during the meeting, President-Elect, Alexandra Weimorts, indicated a quorum was present.

Prior Meeting Minutes – March 7, 2017, CEC minutes were not presented to the Board and will be presented to the Board at the May 9, 2017, meeting.

New Business

CEC Awards and Dinner

President Steve Burch discussed options for officer/chair awards. The Chapter currently budgets \$1,500 for awards and Steve wanted to gain a stronger sense from the CEC members **how frequent** and who receives annual recognition. **Members decided to provide an award to only officers. All CEC members (Directors and Officers) would be recognized at the June luncheon Meeting. Additionally, the CEC would continue to have a June CEC dinner outside the normal Pizza and Soda.** Officers rolling off the CEC would also receive an award and Lunch recognition.

Resignations

President Steve Burch informed members that LuQuanda Colston and Michael White resigned from their respective Board positions in March 2017. Resignations were accepted and noted.

Gulf Region Conference Call

President-elect Alexandra Weimorts updated members on the April 5, 2017, Gulf conference call. No major topics other than general Chapter updates, 2017 PDT participation, available PDT hotel scholarships to Chapters, as well as a heads-up on sending new officer updates to National and regional officers by June 1, 2017, or sooner.

Old Business

2017-2018 Luncheon Venue Change Proposal

As a follow-up to March 2017 CEC meeting discussions among Board members, President-elect Alexandra Weimorts presented a recommended venue change for the upcoming Chapter year that could be a significant cost savings to the Chapter. Capital City County Club (CCCC) has the CEC 2017-2018 lunch dates available, parking is easier and plentiful, and the cost is less.

Based on the proposal provided: 70 folks (room set-up, projector, 2 main entrees with dessert) would be an annual cost of \$10,660.00 versus the average past and current cost of \$24,096.20. Alexandra shared that changing the venue is definitely a reduction of loss the Chapter carries using the GTE revenues to offset the costs of the monthly lunch-and-learns.

Average Attendance per Luncheon			
	<u>2014</u>	<u>2015</u>	<u>2016</u>
Member	38.0	43.1	48.8
Non-Member	11.4	14.4	18.1
Total	49.4	57.5	66.9
Average Yearly Cost:	\$24,096.20	\$24,096.20	\$24,096.20
Proposed Venue Change:	\$10,660.00	\$10,660.00	\$10,660.00
Member Revenue (\$10):	\$3,040.00	\$3,450.00	\$3,900.00
Non-Member Revenue (\$15):	\$1,365.00	\$1,725.00	\$2,175.00
Total	\$4,405.00	\$5,175.00	\$6,075.00
Profit/(Loss) To Date:	\$(19,691.20)	\$(18,921.20)	\$(18,021.20)

Proposed Profit/(Loss):	\$(6,255.00)	\$(5,485.00)	\$(4,585.00)
-------------------------	--------------	--------------	--------------

A motion was made and seconded and all approved to change the location to CCCC. Once the contract is confirmed with the vendor, Steve Burch will notify Turnbull and the current caterer of the decision.

Webinar/membership fee Proposal

Steve Burch opened a discussion on the possibility of charging a small fee to members for the webinars and increasing slightly the non-member fee for the webinars. This was suggested to attempt to recover some of the webinar cost. Currently each webinar is \$215 per session.

Justin Evans suggested cutting the number of webinars in half, then hosting a member-only 8 CPE training session at no cost as an option since the Tallahassee Chapter promotes a free-to-member benefit.

Steve also presented to the board the option of increasing our annual membership dues.

The intention of the various increases was to proactively plan in the event that if something were to occur to cancel or limit the GTE, then the Chapter would be more solvent. Patrick Cowen suggested that the Chapter visit event insurance. Alexandra Weimorts offered to research price for discussion as part of the options.

A motion was made to increase the Chapter dues. The motion did not carry a second and will be revisited at the May meeting.

Committee Reports

Chapter Recognition Program

Steve reported that the Chapter submitted the March 31, 2017, status report to National on time. We are currently Platinum Status. The next report is due May 31, 2017.

SECTION # & TITLE	THL CHP. ACTUAL POINTS (CREDITS) FOR THE YEAR	NATIONAL'S MAXIMUM ALLOWABLE POINTS (CREDITS) PER SECTION
I - Chapter Leadership, Planning and Participation	3,450	3,000
II - Education & Professional Development	5,850	4,000
III - Certification	2,625	4,000
IV - Communications	5,604	3,000
V - Membership with a Focus on Early Career and Student Members	4,750	4,000
VI - Accountability	850	2,000
VII - Community Service	1,800	2,000
VIII - Awards	1,250	1,000
TOTAL AWARDS - SEE "NOTE"	26,179	23,000

Percent of maximum for year 113.8%

Chapter Platinum status is between 19,501 and 22,000 credits for the year (Note: 23,000 is the maximum allowable credits based on section totals)

Community Service

Ernestine Jackson provided a report to members on the completed and upcoming community service events. The Veterans Stand Down is scheduled for April 22-23, 2017. Ernestine is seeking three volunteers.

Finance Committee

Financial reports were presented and discussed. With the recent turnover in the Treasurer in January, knowledge transfer and account access have been difficult. LaVondria Norton and Jennifer Larson are to update the financials and present them at the May meeting for a vote.

GTE

Patrick Cowen and Jim Maxwell reported GTE Evaluation comments. Specifically;

- OVERALL REACTION – High praise for presenters and topics; Event administration excellent.
- PROGRAM FEEDBACK – Minimal negative issues regarding ability to meet learning/education needs; attendees felt the learning environment (venue) was effective; website presentation materials were organized and useful.

Additional comments covered in attached summary.



2017 GTE Evaluation
Summary.pdf

Membership

Sue Graham was not available to provide membership counts for April.

Website

Steve Burch updated members that he and Nate Seabrooks are working with National to begin the migration to the National office platform.

No Committee Reports Requested

- Awards
- Bylaws
- CGFM
- Citizen Centric Reporting
- Early Careers / Student Membership
- Education
- Newsletter
- Nominations
- Records Management

Next CEC Meeting

Steve Burch shared that our next Chapter Executive Committee (CEC) meeting is scheduled for May 9, 2017.

Association of Government Accountants
Chapter Executive Committee
Meeting Minutes – April 11, 2017

Adjournment

There being no further business before the CEC, the meeting was adjourned at 7:30 pm.

Respectfully submitted,

Alexandra Weimorts

Alexandra Weimorts
President-Elect