



**Tuesday, June 8, 2021 - 5:30 PM**

**Chapter Executive Committee Meeting**

Virtual Zoom, Tallahassee, Florida

**MINUTES**

**Call to Order** – President Patricia Manning called the meeting to order at 5:31 pm. The following officers and directors were in Virtual “Zoom” attendance:

Chapter Officers:

Patricia Manning, President  
Lisa Wiggins, President-Elect  
Pete Walker, Treasurer-Elect  
Angie Rowe, Secretary

Board Members:

Alexandra Weimorts  
Kim Mills  
Angie Robertson  
Sue Graham  
Patrick Cowen  
Wicliff Fleurizard  
Pam Ray  
Tracie Hodge

Officers and Directors not present:

Antonio Murphy, Treasurer  
Brittnee Clark  
Melinda Miguel  
Jim Lewandowski  
Justin Evans

**Meeting Called to Order** – President Patricia Manning welcomed the officers and directors to the meeting. Due to the COVID-19 pandemic, a virtual meeting of the CEC was arranged.

**Meeting Quorum** – Angie Rowe indicated a quorum was present.

**Prior Meeting Minutes** – Pat asked if members had a chance to review the May meeting minutes, and members indicated they reviewed them. No corrections were noted, and Alexandra Weimorts made a motion to approve the minutes as presented. Patrick Cowen seconded the motion and the minutes were approved unanimously.

## **New Business:**

### Scholarships

Pat reported that we have five scholarship applicants. She proposed that we consider awarding scholarships to more applicants, up to five, due to the healthy financial position of the chapter this year based on the cost savings accumulated during the pandemic. Pat encouraged discussion on this topic. Alexandra inquired whether we would stagger the scholarships based on the score, and Pat responded that is a possibility. Patrick asked how much extra we have in our budget, and Angie Robertson answered that we have excess budget in catering and other categories. Angie noted that we currently have \$29,000 in net income. Patrick proposed that we award all five applicants \$1,000 each, but we should be mindful of future costs due to inflation. Lisa agreed that we should grant the full amount to each applicant. Alexandra noted her agreement with this plan. Pam made a motion to approve five scholarships of \$1,000 per applicant if they meet the requirements and for the funds to be moved from the catering budget. Angie Rowe seconded the motion. All approved and the motion carried. Lisa inquired whether the number of scholarships we are awarding this year would transfer into the next fiscal year, and Pat said it wouldn't automatically transfer. Angie Robertson added that we could consider adding more scholarships when we vote on next year's budget, and Pat agreed.

### Chapter Awards

The Chapter and Scholarship awards will be announced at the next midday training, which will start at 11:30 a.m. Kim reported that we had two nominations for Chapter awards. Carolyn McGriff nominated the Leon County Tax Collector, Doris Maloy, for the Excellence in Leadership award and she nominated Pat Manning for the Government Accountability award. Both individuals will receive these awards and they will be acknowledged in the midday training. Kim encouraged CEC members to take notes over the next year as we work with various talented professionals in our careers so that we can bring forward more nominations. We did not have an Emerging Leader nomination this year. Kim recommended that we consider nominations in the future as there are likely many worthy of this award. Additionally, Pat noted that we will recognize outgoing CEC board members to show our appreciation for their service, which includes Sam McCall, Denison Graham, Steve Burch, and Jim Lewandowski.

### Actions Related to Question of Impropriety

Pat asked Patrick to share information in response to the questions received during the last CEC meeting. A question arose about whether there would be a conflict of interest for Wicliff to apply for a student scholarship since Wicliff serves on the board. Patrick and other CEC members didn't think there was a conflict; however, Patrick decided to check with several people in the AGA community to seek their opinion on this matter after further consideration. Patrick spoke with a past president of the AGA, someone that served on the AGA ethics committee, a few people at AGA National headquarters, along with members at an AGA chapter similar to ours in size. These people reached the same conclusion as many of our CEC members – this matter shouldn't be considered as a conflict of interest just should not be on the scholarship committee. .

### Membership and Status of Renewals for CEC

Sue provided a membership update. She shared that we currently have 286 members since we lost 23 to non-renewal. Some new members joined our chapter after attending the GTE and all CEC members renewed their membership. Sue said that we are still the eighth largest chapter, even after this drop in membership.

### Survey Results

Lisa reported that we received 40 responses to the year-end satisfaction survey. Pat discussed the possibility of a hybrid format with the Capital City Country Club and they said they have groups that conduct a hybrid structure. Pat said a few wanted an in-person format, but many expressed an interest in having the chapter offer hybrid participation options. Lisa mentioned that the survey was distributed to over 1,000 people in our contact list and she summarized the results:

- 57% of the respondents were very satisfied when asked if the chapter is meeting their needs, 37% were satisfied, and 5% were neutral.
- The survey went out to over 1,000 people in our contact list.
- Some notes from the free response section of the survey:
  - “The chapter stayed in contact with the membership and the training didn’t stop”
  - Liked the webinars and the GTE
  - Liked the free webinars
  - “Kept it going during the pandemic”
  - “Adapted quickly for virtual meetings”
  - Continuity of the services we were providing and our ability to adapt to the pandemic were some of the top responses
  - Liked the leadership
- Areas of improvement – streamlining the process for signing in for Zoom trainings (Pat noted that she has a solution to remedy this issue), using periodic polling questions during trainings (Pat said we can do this also), splitting the GTE into multiple days
- Delivery of trainings – all 40 responded and 10% voted for in-person only, 15% voted for virtual only, and 75% voted for hybrid.

Angie Rowe, Pam Ray, and Alexandra Weimorts discussed the in-person and virtual options for luncheons and trainings with CEC members. Options were proposed such as possibly offering luncheons in-person and trainings virtually, or to conduct a rotation of in-person and virtual luncheons, as the chapter strives to meet the needs of all members. Pat is checking with Capital City Country Club on the hybrid option for luncheon and she will let the CEC know what she finds out.

#### ACE Final Checkup

Lisa shared that we had 4,400 points and ended the year with 4,900 points out of a total of 5,500 points, which helped us maintain platinum status. Lisa provided the report to Pat and it was submitted to AGA National. Pat thanked the team for their hard work in reaching this point goal.

#### Finance

Angie Robertson brought up that we need to approve the budget for next year so that we can begin operating it. Pat asked if anyone had any questions about the budget. No questions were asked, and Angie mentioned that we can always adjust budget line items as we move forward. Pat motioned to approve the budget as presented and Pam seconded. All approved and it was approved unanimously. Pat inquired about our savings balance and Angie noted that we are just above \$30,000 and we have \$62,000 in checking as of May 31, 2021.

#### Treasurer-Elect Position

Keith resigned from this position and Antonio agreed to serve in this position next year.

#### PDT Attendance

Pat mentioned that we usually send two people for the PDT and this year Patrick and Pat will be attending. The PDT will be offered virtually on July 19 – 21 and she asked if there were any others interested in joining. Lisa expressed an interest to attend.

#### New Streamlined Process for Zoom and Signing into Conference I/O

Pat conducted a demo of the new process to alleviate the hassles of training participants needing to separately check into Conference I/O when joining webinars. CEC members were complimentary of this streamlined process.

**Old Business:**

There wasn't any old business to discuss.

**No Committee Reports Requested**

- Records Management
- Education
- Website/Newsletter
- CGFM

**Other Topics**

- Patrick brought up the idea of offering a half-day ethics training the day before the GTE begins to help CPAs meet their ethics training requirement, which may help our attendance. Others agreed that would be good to consider.
- Pat mentioned that the 2022 GTE dates have been confirmed with the FSU Turnbull Center, but they aren't ready to proceed with a contract yet. The dates are Feb 10 and 11.
- The end of the year planning meeting for the CEC was established for Friday, June 25<sup>th</sup> at 6:00 pm at Georgio's.

**Next CEC Meeting**

End of Year CEC Social & Planning Event on Friday, June 25 at 6:00 pm.

**Adjournment**

There being no further business before the CEC, the meeting was adjourned at 6:52 pm.

Respectfully submitted,

*Angie Rowe*

Angie Rowe  
Secretary