



**ASSOCIATION OF GOVERNMENT ACCOUNTANTS  
Tallahassee Chapter**

**Tuesday, March 13, 2018 - 5:30PM**

**Chapter Executive Committee Meeting**

**DHSMV, Kirkman Building Training Room B203, 2900 Apalachee Parkway**

**MINUTES**

**Call to Order** – President Alexandra Weimorts called the meeting to order at 5:44pm. The following officers and directors were in attendance:

Chapter Officers:

Alexandra Weimorts, President  
Steve Burch, Immediate Past President  
Jamaal Dickens, Secretary  
Antonio Murphy, Treasurer

Chapter Directors:

Jim Maxwell  
Angie Robertson  
Patrick Cowen  
Kim Mills  
Sue Graham  
Ernestine Jackson  
LaVondria Norton  
Nate Seabrooks

Officers and Directors not present:

Jim Lewandowski, President-elect  
Denison Graham, Treasurer-elect  
Justin Evans  
Melinda Miguel  
Jose Alfaro  
Sam McCall  
Sasa Stefanovic

**Meeting Called to Order** – President Weimorts presided and welcomed the officers and directors to the meeting.

**Meeting Quorum** – Secretary Jamaal Dickens indicated a quorum was present.

**Prior Meeting Minutes** – Both January 2018 and February 2018 CEC minutes were presented and motioned by Member LaVondria Norton to approve with necessary corrections, seconded by Kim Mills, and approved.

## **New Business**

### 2018-19 Program Officers Nominations

President Alexandra Weimorts asked each CEC officer and director if they planned on serving as officers for the 2018-19 Chapter year. Member Ernestine Jackson mentioned she won't be able to serve next year, as she is retiring. Member Kim Mills offered to relinquish her spot, if necessary. President Weimorts suggested some changes to the Officer structure. She also mentioned that that member Melinda Miguel wants to stay on the CEC as Board Member. Conversation ensued on Miguel's status for 2018-19. Past President Steve Burch suggested recruiting AGA Tallahassee members to officer positions at the upcoming Webinar.

### May Members-Only Training Event

Alexandra reminded CEC of the Members-only Training Event in May and mentioned various speakers for the event. Member Sue Graham commented that CEC should tell the speakers to concentrate on various Accounting and Auditing Regulatory changes to keep their presentations under the A&A credit for CPE hours. President Weimorts mentioned possible speakers that she will make outreach to for the event. Finance Chair Angie Robertson suggested reaching out to Amy Baker for presentation on Economic Update topics and mentioned that she will reach out to some Ernst & Young representatives about presenting IT audit topics. President Weimorts alerted the CEC that there are still 5 spots from Process Standards that need to be filled. Member LaVondria Norton offered to reach out to Yolanda Lockett at the Department of Management Services to inquire on Lockett being a possible speaker. Member Patrick Cowen commented that Sam McCall would be a great speaker on topics for new auditors.

## **Old Business**

### Article of Incorporation Legal Name

- a. Legal Name: Tallahassee Chapter of the Association of Government Accountants. DBA Tallahassee AGA. No LLC needed per national – This item is tabled in Chair Justin Evans' absence.

## **Committee Reports**

### CGFM Review Course

Member Sue Graham indicated that there is interest from AGA members to attend a CGFM review course in 2018-19 Chapter year and that she needed approval to begin the process. Member Steve Burch suggested that she reach out to National, then ask for the approval once a 2018-19 budget has been created. Conversation ensued on various CGFM preparation events – acquiring venue, cost, shipping of study materials, etc. President Weimorts raised a motion to obligate the CGFM Examination's Section 2 Review Course. Steve Burch made motion, Kim Mills seconded, and motion was unanimously approved.

### Community Service

Community Service Chair Ernestine Jackson mentioned that the next event is the WFSU Spring Drive, which will be held from 5:00pm to 7:00pm on both March 26<sup>th</sup> & March 28<sup>th</sup>, and flyer will be sent out to Secretary Jamaal Dickens to forward to members by the end of the week. She reminded CEC that the first 4 non-CEC

members to sign up and volunteer for this event will receive a free luncheon. Jackson also informed CEC that she received a letter of appreciation from the Kearney Center, regarding the AGA Tallahassee Chapter's magazine donations.

### Finance Committee

Finance Chair Angie Robertson remarked that financials were sent to CEC on March 11<sup>th</sup> via Google Docs. Past President Steve Burch informed everyone that he looked at minutes from last year and realized that CEC transferred \$7,500 from reserves; he intended the money in savings to be held as reserves. Burch also recommended transferring \$2,500 to reserve fund to raise the reserve amount (because the CEC isn't penalized for having too much money in Reserves account) to anticipate having enough money in Reserves to cover any possible shortfalls with the GTE. Finance Chair Robertson suggested making this decision once the CEC sets a budget for 2018-19 and raised the idea that if enough money is available in net income, this could also be used to help set the upcoming budget. President Weimorts alerted CEC that income from February's GTE Exhibitors still hasn't been received. Conversation ensued on holding motion to approve budget in May, as budget will be presented in April. Finance Chair Robertson also offered to create a 1-month budget for June and suggested CEC holds on Actual to Budget report.

### GTE

In Member Jose' Alfaro's absence, President Weimorts asked for help in reviewing and approving FSU's invoice. Jim Maxwell confirmed the invoice was correct and President Weimorts stated that she will approve invoice. Conversation ensued regarding not receiving 2018 GTE Exhibitors' payables. President Weimorts mentioned that Patrick Cowen previously raised a great idea of having a GTE committee for the 2019 GTE, which includes President's and President-elect's services to the committee, and possibly including these changes in the bylaws. Conversation ensued on possible GTE committee members, officer attendance at the 2018 GTE meeting, and suggestions on catering. Member Patrick Cowen presented CEC with statistics from the 2018 GTE app, which included a decrease in GTE app usage from 2017. Conversation ensued with ideas from CEC on how to raise these statistics, including asking the a2z app team to make digital CPE forms and more involvement from the CEC for app importation. Cowen also suggested including a line item in the upcoming budget to lease digital CPE scanners. Member Jim Maxwell informed CEC that all CPE forms have been sent to the GTE attendees at this point.

### Membership

Membership Chair Sue Graham reported that the AGA Tallahassee membership currently stands at 337 members.

### Records Management

Records Retention and Website Chair Steve Burch has two boxes containing prior event GTE CPE forms. Steve mentioned adhering to National AGA's Records Retention Schedule to shred these forms and requested receipt of various sign-in forms from 2017.

### **No Committee Reports Requested**

- Awards
- Bylaws
- Citizen Centric Reporting
- Chapter Recognition Program

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- Early Careers / Student Membership
- Education
- Newsletter
- Nominations
- Website

**Next CEC Meeting**

President Weimorts raised the idea of conducting CEC meetings on the 2<sup>nd</sup> Monday of April, May, and June. The CEC approved this idea, and the next CEC meeting will be held on Monday, April 9, 2018.

**Adjournment**

There being no further business before the CEC, the meeting was adjourned at 7:20 pm.

Respectfully submitted,

*Jamaal R. Dickens*

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Secretary