



**Tuesday, March 9, 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 5:35 pm. The following officers and directors were in Virtual “Zoom” attendance:

Chapter Officers:

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

Board Members:

Patrick Cowen  
Justin Evans  
Sue Graham  
Alexandra Weimorts  
Kim Mills  
Angie Robertson  
Brittnee Clark  
Keith Srinivasan  
Tracie Hodge  
Pam Ray

Officers and Directors not present:

Melinda Miguel  
Jim Lewandowski

**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** – Angie asked if members had a chance to review the February meeting minutes. No corrections were noted, and Patrick Cowen made a motion to approve the minutes as presented. Alexandra Weimorts seconded the motion and the minutes were approved unanimously.

## **New Business:**

### Community Service

Pat mentioned that we remitted donations for the Big Bend Homeless Coalition in the amount of \$390, and \$300 in donations to the American Heart Association. Our chapter will also be taking donations for the Ronald McDonald House through March 29, 2021. Pat indicated we will be soliciting donations for the American Cancer Society in April.

### Membership

Sue mentioned that we have 287 members, which is comprised of 2 non-paying students and 6 members that have us listed as their secondary chapter. She noted that 11 members joined this year because of the GTE, and she is currently in the middle of reaching out to others who attended the GTE to share the benefits of membership.

### Finance

Pete reported that the January financials were completed and placed on the Google drive. It was noted that one of the budget numbers should be tweaked but everything else was fine. The chapter's cash balances were \$58,387.71 for checking and \$25,443.31 for savings.

### Monthly Midday Training

Pat shared information about the upcoming training topics:

- March 17 – Disaster Management, presented by Steve Stevens (Thomas Howell Ferguson)
- April 14 – Leadership, presented by Dr. Elaine Bryant
- May 19 – Topic TBD, presented by KPMG
- June - TBD

### Webinars

Pat shared information about the upcoming webinar topics:

- March 24 – Cybersecurity/ERM
- April 7 – Ethics
- April 21 – CARES Data Act
- May 12 – Fraud/Data Analytics
- June 9 - Leadership

### Update of Annual GTE

Pat informed committee members that payment has been remitted to the Turnbull Center for the GTE. She mentioned that CPE certificates have been issued to participants that met the attendance criteria. There were 288 registrations for the GTE, which included 14 presenters and 2 students. The payment status for attendees and exhibitors was also discussed, along with evaluation comments. Members discussed the possibility of offering Zoom and in-person event options in the future. As this was the chapter's first virtual conference, there was discussion about what could be done differently in the future if the GTE is offered virtually. Pat made the following suggestions:

- Identify minimum computer requirements
- Send instructions one week before the event
- Insert bell sound when CPE letters are on the screen
- Continue reminding presenters to keep slides containing CPE letters up for at least 1 minute
- Consider only using Zoom instead of webcasting
- Assign more individuals to monitor and respond to emails, and Conference i/o questions

Pat thanked everyone for the collaboration in making this year's GTE successful.

### Student Scholarships

Pat asked for volunteers to update the application and criteria. Pam Ray and Tracie Hodge volunteered to update the application and criteria.

### PDT Awards Recommendations

Lisa discussed need for nominations for PDT Awards. She will prepare information to disseminate to membership soliciting nominations and will submit nominees received to National by the deadline. She noted that we can earn 25 bonus points per nomination up to a total of 100 points and have already received our first 25 bonus points with the one NLT Awards nomination we submitted.

### Chapter Awards Plan Update

Kim asked if anyone monitoring the AGA Tallahassee Gmail account had seen any award nomination submissions. Patricia indicated that she had not. Kim asked that the AGA website be updated to indicate award nominations are due by May 14, 2021. Pam Ray indicated she would make the update. Kim indicated that she would send Patricia an announcement asking for nominations to be included in the next announcements going out to members. Kim asked CEC members to submit nominations. Kim indicated that in the past several CEC members were award recipients and the Chapter needs to be aware of how that might be perceived by the Chapter membership. However, several CEC members indicated that just because individuals are on the CEC, they should not be penalized and not nominated when the work they do is worthy of being recognized. The final consensus was that CEC members can be nominated for Chapter Awards.

### ACE Award Status

Lisa provided an update on the status of the ACE Awards report. Lisa shared the most recent report as of February 28, 2021 with CEC via email and also submitted to AGA National on that date. The points total as of February 28, 2021 is 4,225. The goal is to earn at least 4,400 points to reach Platinum status. Pat mentioned that she is fine as long as we hit the minimum 4,400 points to earn Platinum again. Lisa will work with Sue to obtain the final data on attendance for prior year and current year, and also the CGFMs retained for current year to add those additional points to our tally. She will also add any bonus points to our tally for any nominations she submits to National for PDT by the deadline.

### **Old Business:**

There wasn't any old business to discuss.

### **No Committee Reports Requested**

- Records Management
- Early Careers/Student Membership
- Education
- Website/Newsletter
- CGFM

### **Other Topics**

There weren't other topics to discuss.

**Next CEC Meeting**

The next CEC meeting will be held on 4/13/21 at 5:30 pm via Zoom.

**Adjournment**

There being no further business before the CEC, the meeting was adjourned at 7:45 pm.

Respectfully submitted,

*Angie Rowe*

Angie Rowe  
Secretary