

June 2024 CEC Minutes

Submitted by Jamie Chambers, Secretary

The Charleston Chapter's Executive Committee (CEC) met virtually on June 26, 2024. The CEC members present were: Jamie Chambers, Taylor Cole, Beth Farley, Emily Fleck, Heather Gillenwater (by phone), Nancy Gray (by phone), Kelli Herr, Marie Long, Lisa Rutherford, and Corey Wade.

Call to Order

Heather Gillenwater called the meeting to order at 12:05 PM, on June 26, 2024.

May minutes were reviewed with no corrections. Lisa made the motion to accept the minutes as presented. Marie seconded the motion.

Officer Reports

- a) NCC – Jamie Chambers – no meeting since last meeting; no report
- b) Treasurer – Jamie Chambers for Angela Leshon – The balance in the account as of the end of May was \$21,863.99. Inflows received for the month included sponsorship from Suttle & Stalnaker, AGA dues, and the AGA LEAD reimbursement. The inflows totaled \$1,110.58. There were no expenses paid in May, but there as been for June. As of the date of the meeting, once all June transactions clear, the balance will be \$20,166.43.
- c) Membership – Jamie Chambers – Based on the membership report generated on 6/26/2024, we currently have 77 members. Nancy Gray will be the new membership chair and will research the reason for the drop in membership.
- d) ACE – (Achievement in Chapter Excellence) - Lisa Rutherford – New year, nothing to report at this time
- e) Education/Meetings – Emily Fleck – The July luncheon will be held at DEP on July 10th. The announcement for the luncheon has been sent out. There are currently 28 people signed up for the event. Registration ends on July 3rd. Plans are in the works for the Fall Conference. The dates for the fall conference will be October 28th and 29th.
- f) Early Career – No update – Kelli Herr will be the new early career chair
- g) CGFM - Heather Gillenwater, Corey Wade & Jamie Chambers – Corey Wade will be the new CGFM Chair. No applications for reimbursement for exams have been received at this time. Jamie reported that due to a shortage of books the study group for book 2 has been postponed. Tentatively plan to obtain a few copies of the 2024 study guides for the

group and lending library when they come out in July. Further, discussions will be held once the study guides and prices are available. Four people have signed up to participate in the Book 2 study group. Tentatively, the study group will start by the end of September.

- h) Community Service – Beth Farley & Jamie Chambers – The next hydration station volunteer activity for the Kanawha State Forest Trail Series will be June 29th. We have one person signed up for this event.
- i) Communications – No update
- j) Accountability – Marie Long – The CCR results are in. Our CCR received 71 out of 80 possible points. We lost points for not having a personal touch to the CCR through photos.
- k) Website & Social Media – Kelli Herr – Our social media (Facebook and Linked-in) has 182 followers. Our pages received 229 views and 27 reactions. Most activity occurred during the Spring Conference.
- l) Newsletter – Jamie Chambers – The May/June newsletter draft was sent out to everyone. After discussion, it was decided that information related to LEAD needed to be added to the newsletter before it went out to our members.

Old Business

No old business

New Business

- a) Board Members for 2024-2025

Positions	Member (Tentative)	Notes
President	Heather Gillenwater	
President-Elect	Lisa Rutherford	
National Council of Chapters Representative	Jamie Chambers	
Secretary	Jamie Chambers	
Treasurer	Lisa Rutherford	
ACE	Lisa Rutherford	
Education/Meetings	Emily Fleck	
Membership	Nancy Gray	
Early Career	Kelli Herr	
CGFM	Corey Wade	

Community Service	Beth Farley	
Communications	Taylor Cole	
Accountability	Marie Long	
Website & Social Media	Kelli Herr	
Newsletter	Available	Jamie will do it if we don't have a member interested in taking the position

b) Transition of Board Members

Card holders will be Lisa Rutherford, Jamie Chambers and Emily Fleck. Angela will start transitioning everything over to Lisa.

c) Chapter vision/goals for 2024-2025

Our Goals are due to National by September 1st. The Chapter receives bonus points if they are in by August 1st.

d) 2024 Study Guides

We are short on study guides for book 2, which is the reason why we are delaying the study group. New 2024 study guides will be available sometime in July. When the new study guides are available, we will revisit and discuss purchasing new guides for the lending library.

e) Conferences i/o Renewal

Conferences i/o is up for renewal. The cost is \$300 for the year. Jamie Chambers motioned the board renew conferences i/o, Taylor Cole seconded the motion.

Heather asked Taylor to train others on conferences i/o.

f) Donation for PDT community service fundraiser

National has sent an email asking Chapters to contribute to the PDT community service fundraiser again this year. Last year we did gift cards in the amount of \$200. The board discussed purchasing and donating \$200 in Amazon gift cards for the fundraiser. Lisa Rutherford made the motion to approve the donation and Marie Long seconded the motion.

g) Event insurance – recommended from AGA's Treasurer's Chat

The board started the conversation as to whether event insurance is needed. Lisa is going to see if there are any slides from the Treasurer's Chat or LEAD about event insurance and some members were going to try to learn more about pricing.

Next Meeting

The next meeting will be in person at 1:00pm on July 10, 2024.



Heather Gillenwater made the motion to adjourn. Taylor Cole seconded the motion.

The meeting adjourned at 12:58 PM.