

January 29, 2025 CEC Minutes

Submitted by Jamie Chambers, Secretary

The Charleston Chapter's Executive Committee (CEC) met in person on January 29, 2025. The CEC members present were: Jane Casewell, Jamie Chambers, Taylor Cole (via Teams), Emily Fleck, Heather Gillenwater, Nancy Gray, Lisa Rutherford (via Teams), and Corey Wade.

### Call to Order

Heather Gillenwater called the meeting to order at 11:10 am, on January 29, 2025.

December minutes were reviewed with no corrections. Emily Fleck made the motion to accept the minutes as presented. Nancy Gray seconded the motion.

### Officer Reports

- a) NCC – Jamie Chambers – No new information to report.
- b) Treasurer – Lisa Rutherford – The December Treasurer Reports were reviewed (See Treasurer's Report). As of 12/31/2024, the Chapter had \$29,080.84 available. We received a Stripe deposit for a November CPE event and still had a speaker payment outstanding. That payment has since been cashed.  
  
Fraudulent activity was detected on our account – four transactions to Amazon
- c) Membership – currently 85 members. New members Zach Setliff and Donnie Staat.
- d) ACE – (Achievement in Chapter Excellence) - Lisa Rutherford – No new information to report. Next report is due February 1, 2025.
- e) Education/Meetings – Emily Fleck – An 1 hour CPE training will be held immediately after the Board meeting. Ali Al-Sinayyid, PhD, Assistant Professor and Director of WVSU Cybersecurity Innovation Center, will be doing a luncheon presentation about Cybersecurity.

The next luncheon will be March 19<sup>th</sup>. A speaker is still needed for this event.

We will be participating in National AGA's Ethics webinar from 2 - 3:50 pm on April 9<sup>th</sup>. We plan to do the group showing for \$349.00, worth 2 CPE. We will member to attend for free and provide snacks. If we have room, we will open up the registration to non-members as well.

The Spring Conference will be held at the Holiday Inn in South Charleston on May 21. Some speakers are lined up. We will have the Ethics Commission and wvOASIS. Suggestions for additional speakers are welcomed.

- f) Early Career – Kelli Herr - Students have been on Christmas Break. Out reaches will be planned once students get settled into the school year.
- g) CGFM –Corey Wade – The book 2 study group is still going. The tentative schedule has the study group going through the first week of April.

Corey will put together a flyer to send out to the membership to gauge interest in a study group for book 3 which is expected to start sometime in May.

- h) Community Service – No report
- i) Communications – Talyor Cole – Taylor will send out an save the date for the spring conference.
- j) Accountability – No report
- k) Website & Social Media – Kelli Herr - LinkedIn had 38 views during the month and 94 followers (1 new). Facebook had 124 new views, and 103 followers.
- l) Newsletter – Jane Caswell – waiting on stories and articles for the newsletter.

#### Old Business

- a) Microsoft - No change to date – will have this addressed before the Spring Conference
- b) LEAD – Board members were encouraged to inform Heather if they were interested in attending LEAD in April.
- c) Audit/Peer review – Joellen Lucas has been contacted to conduct the Chapter's peer review.
- d) Chapter positions – Board members were encouraged to think about the positions they will be interested in for the next program year (keep current position or do something different)

#### New Business

No new business

Next Meeting

The next meeting will be virtual at 12:00pm on February 19, 2025.

Emily Fleck made the motion to adjourn. Corey Wade seconded the motion.

The meeting adjourned at 11:50 am.

Approved by the Board  
2/19/2025

**AGA Charleston Chapter  
Treasurer's Report - December 2024**

	Beginning Balance 12/01/24	\$	29,672.25
<b>Deposits</b>			
12/16/24	Stripe - November CPE	\$	14.26
	<b>Total Deposits</b>	\$	14.26
<b>Disbursements</b>			
12/17/24	Financial Accounting Foundation (Galasso Learning)	\$	(605.67)
	<b>Total Disbursements</b>	\$	(605.67)
	<b>12/31/2024</b>	<b>\$</b>	<b>29,080.84</b>

Bank Statement Reconciliation			
	Beginning Balance per Books 12/01/24	\$	29,672.25
	Add: Deposits	\$	14.26
	Less: Disbursements	\$	(605.67)
	Ending Balance per Books 11/30/24	\$	29,080.84
	Add: Outstanding checks	\$	605.67
	Less: Outstanding deposits	\$	-
	Reconciled Balance	\$	29,686.51
	Bank Statement Balance as of 11/30/24	\$	(29,686.51)
	Difference	\$	-