Association of Government Accountants

Chattanooga Chapter

**February 8, 2018**

Holly Wormsley, President

**Meeting Minutes with Corrections**

**January 4, 2018**

**Call to order** – Holly Wormsley

**Attendance**: \_\_\_\_9 members

* **Holly Wormsley Y** **Jennifer Reeves Y** Dawn Manka N
* **Shannon Stephenson Y** **Ryan Thomas Y**
* **Simone White Y Josh McCutcheon Y**
* **Vernice White Y** Jana Jackson N
* **Paul Boylan Y** **Brooke Weaver Y**

**Welcome/Opening**

* **Holly Wormsley** called meeting to order.

**Minutes of Last Meeting** (Simone)

Approve Minutes – Motion; 2nd

Minutes approve with the following amendments

* + October 31, 2017 phone meeting
    - Change the date presented to board from November 14, 2017 to January 4, 2018
    - Motion Josh, 2nd Shannon, passed
  + November Minutes
    - Correct Name “Dana” to Jana
    - Correct date: Custom Works - $6.65 ….RSVP by December 1, 201 to 2017
    - Correct Christmas Party $10 – “3d” place to 3rd place
    - Correct word under “Website update” Website no features “phots” and bio’s to photos
    - Motion Shannon, 2nd Vernice, passed

**Treasurer’s Report** (Vernice White)

* Treasurer’s report 12/31/2017.
  + YTD revenue $5,422.50
  + YTD expenses $4,811.28
  + beginning balance $5,148.66
  + ending balance $4,466.76
  + Reports included with notes for Oct, Nov, and Dec 2017

**Membership Report** (Jana Jackson) –

* YTD: Membership at 70.
  + 3 new members since last report. Looking to add from City 3 members (Chris, Jason, Kevin)

**Program Report** (Various)

 We went over the program for the year:

|  |  |
| --- | --- |
| AUG – Jim Arnette: Internal Controls | JAN – Douglas Warren |
| SEPT – Senator Bo Watson | FEB – Glenda Ostrander |
| OCT – October 19, 2017- Accounting Lecture Series | MAR – Seminar |
| NOV – Debt Seminar | APR – Jim Catanzaro |
| DEC – Christmas Party | MAY – Awards Banquet |

**Education** (Ryan Thomas)

* + Seminar topics
    - State – Unclaimed funds (free)
    - Maury Nicely (HR)
    - Chamber
    - Comptroller’s Office suggestion for Jennifer
  + A smaller committee will work on finalizing the topics and bring to next meeting (Ryan, Holly, and Simone)
  + 1 day seminar for 8 hours; discussion GASB/Single Audit; $2,000 cost for both days, want to see if we can get someone from state , Jerry Durham was suggested
  + Sponsorships suggestions : Elliot Davis and HHM

**Community Services** (Jennifer Reeves)

* November: Angel Tree report and pictures were shown. Jennifer did awesome job providing children with outfits, toys, etc. on their wish list with budget provided.
* December 2: Commodity Distribution at Food Bank need 55 volunteers, need to be there by 6:30am
* Suggested for January: Drop Your Drawers Program by Front Porch Alliance which provides underwear for children.
* Gloves, scarfs, blankets, sox and hand warmers are needed by Salvation Army and Bethlehem center. Suggestion to consider group working to provide these needs for winter

**Website Report** (Josh McCutcheon)

* Josh will update website with information on scholarship
* Meeting minutes will be added to website

**Scholarship** (Holly Wormsley)

Holly has sent the application forms to UTC, Chattanooga State, Lee, TennTech, and Shannon suggested Tenn Wesleyan. They are due end of January 2018. Also mention the National AGA offers scholarship (see below information). Will let others know if interested in applying.

**CGFM Report** (Beverly Adams)

No new report

**Early Career Report** (Paul Boylan)

No new report.

**Other Business:**

**Old Business**

* Study group
  + Ryan and Holly had suggestion to start a study group for those wanting to acquire CGFM or CPA. Provide members with the process requirements. Paul suggested to add a sign in sheet at meeting for those that may be interested.
* T-shirts (6 more at $9.18 each) – additional 6 members need shirts, price is slightly higher than original due to low number. Board voted to make purchase.
* Scholarships
* Flying Squirrel – called to see if we could participate in this activity for fundraising
* Food Committee will make future choices on lunch to reduce the amount of time spent during meetings. January (Moss) – Paul Boylan

**New Business**

* Board for next year

Preparation for presenting at Feb meeting for membership voting by April 30 to introduce at May meeting.

**AGA Board Members and Officers for 2018-2020** :

***The following people will roll off the Executive Team:***

Board Members: Josh, Jennifer,

Officers/Chairs:

The following people will replace (**leaving**)

Board Members: *Jana Jackson(1 year remaining), Ryan Thomas,* ***Josh McCutcheon, Jennifer Reeves,*** *Dawn Manka, Brooke Weaver.*

*Josh says he will return.*

President: **Shannon Stephenson (moved here)**

President Elect: **NEED** – suggested Ryan

Treasurer: **NEED**  Vernice White is temporary serving out Carlos remaining time. Juan suggested

Secretary: **NEED** Simone White will roll off

Membership Chair: Jana Jackson

Newsletter & Website: Josh McCutcheon

Education Chair: vacant

Program Chair: vacant

Past President/Awards Chair:  **Holly Wormsley (moved here)**

CGFM chair: vacant

Early Career: Paul Boylan (current) –will roll off

Historian: Holly Wormsley (current)

Community Service: Jennifer Reeves (current)

* Sponsorships (see above)
* SLM/PDT
* Speakers for 2018
  + Douglas Warren 1/23
  + Glenda Ostrander 2/27
    - Fraud in school
    - 3 lines of defense for risk management (voted for this)
    - Audit communication
  + March Seminar Date (need date)
  + Jim Catanzaro 4/24
  + May – Awards Luncheon
* Suggest Group Get Together/fundraiser events

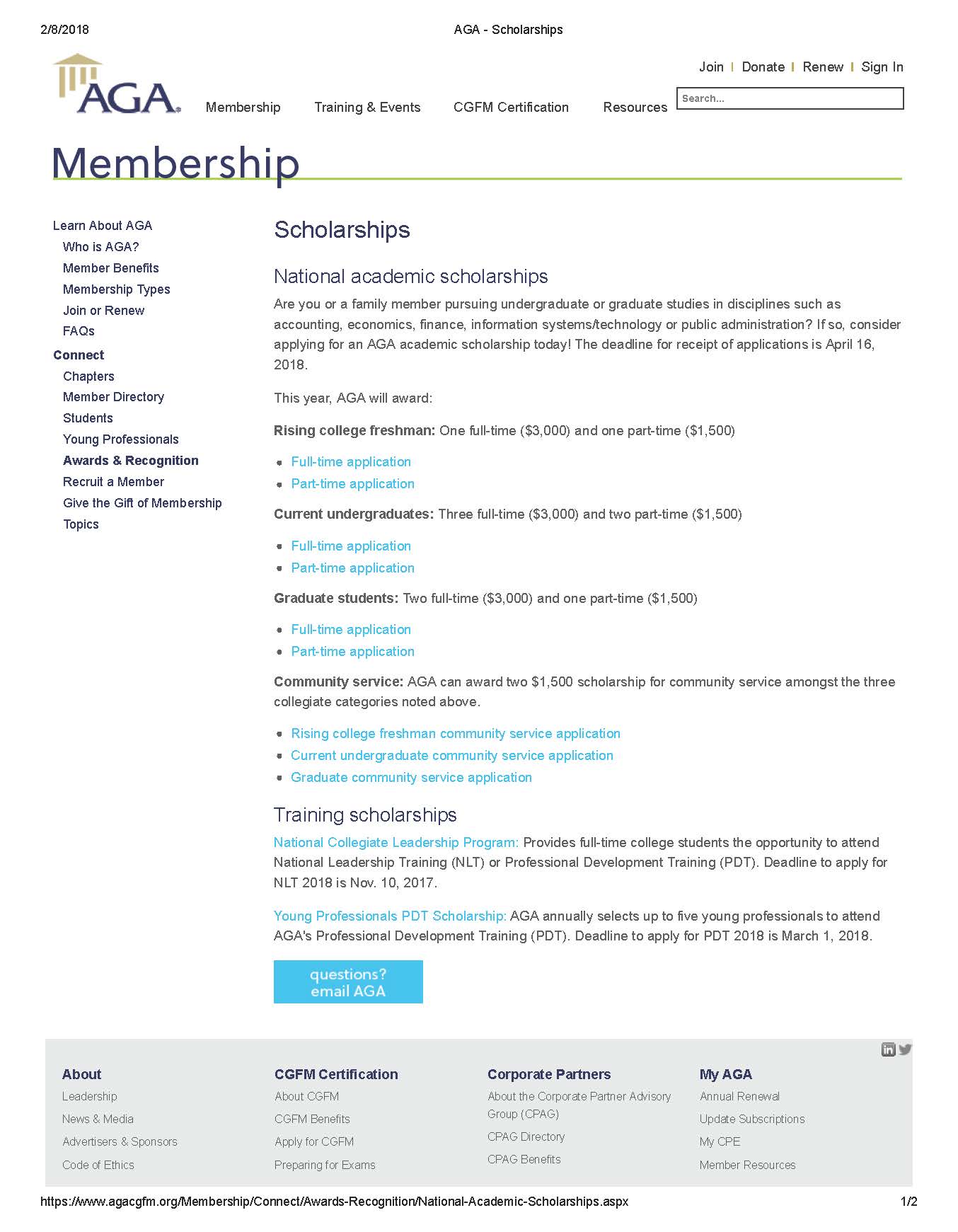
1. Flying Squirrel – they do the nonprofit night. They invite members and a portion is donated to group from drinks sold.
2. Frothy Monkey (Choo Choo) breakfast event
3. Smile with Amazon.com will donate a percentage from shoppers who select option.

* Shannon wanted to have discussion about organizing and sharing documents that are AGA related. She suggested creating a Google Drive with historical documents, bank statements, etc. Discussed having a registration with the State of Tennessee and 501C3 status. Also discussion about having board members sign conflict of interest statements and Non-disclosures. She will send out some prepared documentation for review and consideration by Executive Team.

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**Closing**

* Board Meeting normally will be Thursday each month.
* Next AGA meeting is January 23rd with Douglas Warren talking about changes going to affect Accounting Profession next year 2018. He is with Warren & Tallent, CPA
* **Next Meeting February 8, 2018 from 11:30-1:00 p.m. at the Paul McDaniel Building in Conference Room A.**
  + **Upcoming dates: March 8, April 12, May 3**

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