

AGA Northern VA Chapter Board Meeting | 2017-2018

February 7, 2018

Time: 12:00 to 1:00 pm

Location: Conference Call: 1-877-952-6552; passcode: 225704

Attendees:

Brian Grega, Scott Stadtmueller, Mike Fredrickson, Reza Mahbod, Breon Sarrano, Mark Sager, Ryan Magnuson, Neda Haghighat, Paul Marshall, Andrew Johnson, Jessica Boucher, and Eric Rasmussen

Agenda:

1. Board Matters (Brian/Scott/Jessica)
 - a. Approval January Meeting Minutes provided with Agenda
Mr. Grega stated that he issued the minutes from the January meeting, the agenda for this meeting, and the Chapter's financial statements.
Mr. Grega moved to approve the minutes to the January meeting. The motion was seconded.
2. Treasurer (Mike)
 - a. Status of Funds
Mr. Frederickson stated that the Chapter's current cash flow is adequate, but added that expenses were higher and that the Chapter received fewer corporate sponsorships. Mr. Mahbod commented that while the Chapter is running at a deficit, it is important that the Board member corporate points of contact have those sponsors pay their corporate sponsorship dues.
Mr. Grega stated that he has last year's sponsorship letters but would need help in reissuing them. Ms. Haghighat reported that the Chapter has already issued these letters and added that she would send Mr. Grega a list of letters already issued.
Mr. Gould inquired whether there were corporate sponsors who did not pay. Mr. Frederickson stated that he will send Mr. Grega the list of sponsors who did not pay their dues last year.
Mr. Mahbod suggested that the Chapter consider looking for other sources of revenue. He added that while the Chapter operating at a loss is fine for now, such a situation may not be favorable after a few such years.
 - b. Annual Audit
Mr. Grega moved to approve the Annual Audit. Mr. Gould seconded the motion. Mr. Grega announced that the approved Audit will be posted to the website.
 - c. IRS Form 990
Mr. Frederickson reported that the Chapter's IRS Form 990 has been submitted.
3. Monthly Education Meetings
 - a. February Meeting
 - i. February 22nd, Westin in Arlington

Mr. Grega confirmed that the February Chapter meeting will be held at the same location as usual.

ii. Speaker: Matt Flick, Managing Principal, FYRM Associates

Mr. Grega stated that the announcement of the February Chapter meeting speaker will be posted to the website today with an email announcement after that.

Mr. Grega added that he would like the February Chapter meeting to have the same turnout as the January meeting.

iii. Community Services Speaker: TBD

No update presented.

b. Other speakers?

No response was given.

4. Chapter recognition points

a. Quarterly Reporting

Mr. Magnuson stated that he received Mr. Marshall's email regarding CEAR work. Mr. Magnuson requested the names of the RMA personnel also doing CEAR work. Mr. Magnuson also requested that Mr. Grega send him the register for the January Chapter meeting.

Mr. Magnuson reported that, at an event the previous evening, he discussed with a professor the possibility of her giving her students extra credit for attending AGA meetings. Mr. Magnuson asked the Board whether there was a potentially better NOVAGA event for such students to attend. Mr. Grega opined that the monthly Chapter meetings should be adequate. He added that, given the students' financial circumstances, the Chapter would not charge them for admission to monthly Chapter meetings.

5. Past and Upcoming Events

a. February 8, 2018 – CGFM Review Session Module 2 (Part 2 of 2)

Mr. Grega stated that this event will be held at the Franklin-Morgan office in Tysons Corner. He reported that there currently are 11 attendees registered.

b. Tri-Chapter Networking Event – Elephant & Castle – February 28, 4:30 to 6:30pm

Mr. Grega stated that this event will take place after the Annual national AGA training session.

c. NOVAGA Spring Workshop – Tentatively April 2, 2018

Mr. Love stated that he is contacting potential speakers. He added that the event will be held at the KPMG DC office on K Street.

d. Planning for Annual Gala / Venue

Mr. Grega reported that the Army-Navy Country Club is booked for all favorable dates. He added that April 24 could work, but it is a Tuesday. Mr. Grega stated that Friday, May 25 would work, but it is the Friday of Memorial Day weekend. He added that the Chapter could hold the event in June 29, but noted that it is very late date.

Mr. Grega stated that the Westin in Arlington is available for April 6, May 3, May 4, May 11, and May 25 (Memorial Day). He observed that the Westin would be more expensive. Mr. Grega suggested that April 6 is a very early date, while May 11 is the

Friday before Mother's Day weekend. Mr. Stadtmueller inquired whether a Friday night date (e.g., May 4) will be problematic, given that last year's event at the Army-Navy Country Club was on a Thursday night. Mr. Han reported that there is no price difference at the Westin between a Thursday or Friday night.

Mr. Grega moved that the Chapter attempt to reserve the Westin in Arlington for May 3, with May 4 being the contingency date. Ms. Boucher seconded the motion. Mr. Grega instructed Mr. Han to try to reserve the Westin for May 3.

e. Other events? (Open)

Mr. Johnson stated that the membership committee scheduled a ski trip for February 17, 2018. He added that the event is almost full. Mr. Grega reported that the email voting response had 17 "yes" votes and one "no". Mr. Johnson stated that he would be contacting Ms. Haghighat to have this event included on the Chapter website.

6. Follow-up from January Board Meeting / Other Business

a. Habitat for Humanity Sponsorship

Mr. Shers stated that the event will be held on April 17-19. He inquired, given the state of the Chapter's finances, whether it would be feasible to provide transportation and lodging for Chapter participants. Mr. Grega responded that he was not concerned, given the high-profile nature of the event's community outreach.

Mr. Grega moved to recommend sponsoring a participant. The motion was carried.

b. December News Letter & Future News Letters

Mr. Grega requested that potential content for the newsletter be submitted.

c. Student scholarships

Mr. Marshall stated that he will be starting a monthly 30 minute podcast of interviews with business leaders and others. He added that these could be expanded to include speakers at the NOVAGA chapter meetings. Mr. Marshall stated that these podcasts currently reside on the AGA website, but added that he was not sure whether the NOVAGA website has the bandwidth to accommodate these podcasts. Mr. Marshall stated that he would look into this possibility.

d. Corporate Sponsor Letters

Already discussed—see above.

e. Other communication notifications

Mr. Eric Rasmussen encouraged the Board to follow national leadership matters, in particular first-timer applications for scholarships—those who have never attended PDT. He reported that there will be website training on February 23 and that SLIM is upcoming and open to the NOVAGA vice president and one other Board member.

f. Webmaster

Nothing was reported.

7. Open Forum:

a. Any other news from other Board Members?

Nothing was reported.

Upcoming Board and Monthly Educational Meetings

AGA Northern VA Chapter Board Meeting **2017-2018**

Month/Year	Board Meeting Date	Monthly Educational Meetings
February 2018	2/7/18 @ noon	2/22/18 @ 5:30pm
March 2018	3/7/18 @ noon	3/22/18 @ 5:30pm
April 2018	4/4/18 @ noon	4/19/18 @ 5:30pm
May 2018	5/9/18 @ noon	5/17/18 @ 5:30pm

Upcoming National AGA Training Events:

- February 27-28, 2018 – National Leadership Training, 14 CPEs (Washington or Virtual)
- May 1, 2018 - CFO/CIO Summit, 4 CPEs (Washington or Virtual)
- May 3-5, 2018 – SLM Eastern Leadership (Baltimore)
- July 22-25, 2018 – Professional Development Training, 24 CPEs (Orlando or Virtual)

Meeting adjourned at 12:38.