**April 4, 2018**

Time: 12:00 to 1:00 pm

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

Attendees:

Jasmine Bull, Mike Frederickson, Brian Grega, Neda Haghighat, Rob Irish, Kevin Love, Jacob McDonald, Reza Mahbod, Paul Marshall, Matt Menchi, Mark Sager, Kevin Shers, Scott Stadtmueller, Xiaolei Wang

Agenda:

1. Board Matters
	1. Approval March Meeting Minutes provided with Agenda

Mr. Grega stated that the minutes to the previous Chapter Board meeting (March 7, 2018) were issued some moments ago. Mr. Grega moved that these minutes be approved. The motion was carried. Mr. Grega instructed that the minutes be posted to the NOVAGA website.

1. Treasurer
	1. Status of Funds

Mr. Frederickson stated that he had nothing to report.

1. Monthly Education Meetings
	1. April Meeting
		1. April 19th, Westin in Arlington
		2. Main Speaker: Drew Rosen, Senior Manager, KPMG LLP; Perspectives on Government Auditing
		3. Charity Speaker:

Mr. Grega stated that he has not yet heard back from Ms. Canady-Burt regarding the charity speaker. (A speaker for the March of Dimes was secured.)

* 1. Other speakers?

Mr. Stadtmueller suggested inviting a professor of cyber security that he knows from the Virginia Tech Northern Virginia MBA program. Mr. Grega stated that such a speaker would be suitable for the upcoming May 17 chapter meeting or perhaps during the next fiscal year.

Another Board member suggested that Mr. Bill Steffan at the National Reconnaissance Office (NRO) could be a good speaker as well.

Mr. Shers stated that he would send Mr. Stadtmueller the standard invite email for him to use.

Mr. Grega asked whether a speaker of the type usually seen at monthly chapter meetings would be too weighty or serious for a Gala speaker. Mr. Irish suggested that such a speaker would likely bore the Gala attendees.

1. Chapter recognition points (Ryan Magnuson)
	1. Quarterly Reporting

Mr. Grega stated that Mr. Magnuson was able to get some recognition points recorded for the quarter. Mr. Grega requested that anyone with additional recognition points to report should inform Mr. Magnuson.

1. Past and Upcoming Events
	1. CGFM Review Session Module 3 (Part 1 of 2) – March 15, 2018
	2. NOVAGA Spring Workshop – April 2, 2018 – Joint meeting with Shenandoah Chapter

Mr. Grega reported that roughly 55 people attended and that the event went well.

* 1. CGFM Review Session Module 3 (Part 2 of 2) – April 26, 2018

Mr. Shers reported that roughly 7 people are registered. Mr. Grega inquired whether an email notice could be issued. Mr. Shers stated that he would send such a notice via his company’s email.

* 1. Washington Women Speak! (Rescheduled)- April 20, 2018 – National Press Club; AGA is a silver sponsor
		1. Mr. Grega requested that those interested in attending could contact him for the registration link.
		2. 4 reserved seats.
	2. Annual Gala – June 7, 2018 at the Westin in Ballston
		1. Casino, photo booth, cake, decorations, food upgrades
		2. Award recipients
		3. Other thoughts?

Ms. Bull stated that she is still looking for a guest speaker. She added that she has no updates regarding food or desserts.

Mr. Grega asked whether there were other issues to raise. There were none. Mr. Grega requested that the Board members contact him with any ideas.

* 1. Other events?

Mr. Menchi reported that he and Mr. McDonald have been planning a winery tour. He stated that the final cost is $1,600—bus, two stops, etc. Mr. Menchi added that the date has not yet been selected, but would perhaps be in late April or May. Mr. McDonald stated that members have suggested that the Chapter hold more weekend events, preferably on Saturdays.

Mr. Mahbod inquired how the Chapter will pay for the $1600. Mr. Menchi replied that all attendees would need to pay-in. Mr. Mahbod reminded the Board that the Chapter is already facing financial difficulties due to costs and that it would be better if the Chapter could break-even or come out ahead. He added that events like this have a cumulative effect in terms of the Chapter’s budget. Mr. Mahbod stated that the event’s cost needs to be one that is attractive to would-be attendees but not hurtful to the Chapter.

Mr. McDonald suggested that the cost of transportation could be excluded and the attendees drive themselves instead. Mr. Mahbod replied that it would be better to keep the bus (for safety reasons) and simply increase the attendees’ cost, if needed. Mr. Menchi suggested that if the attendees were charged $30, the ultimate out of pocket cost to the Chapter would be $350. He added that although this price would not include food, many wineries either offer food or allow picnic supplies to be brought-in.

Mr. Grega requested that Mr. McDonald and Mr. Menchi develop a more solid set of options and report back to the Board. Mr. Menchi stated that he would pick a date for the event. Mr. Stadtmueller inquired how the date could finalized if the event itself takes place before the next Board meeting in May. Mr. Grega replied that he will send a “voting” email for the Board members to provide their feedback and approvals.

1. Follow-up from March Board Meeting / Other Business
	1. Habitat for Humanity Sponsorship

Mr. Shers reported that he is booked and ready to go and would provide a report of the event upon his return.

1. Open Forum:
	1. Any other news from other Board Members?
	2. Ms. Wang reported that she sent a survey to the NOVAGA members, along with one reminder email. She stated that she has received 73 responses to date.
	3. Mr. Marshall suggested that the AGA podcasts include the speakers the Chapter has hosted and could also mention “brought to you by NOVAGA”. He added that the national AGA website permits such posting and that these could include a link to the NOVAGA website.
	4. Ms. Wang stated that the Chapter has been sending “welcome” emails to new members. She added that she will notify Mr. Magnuson in order for the Chapter to get recognition points.

**Upcoming Board and Monthly Educational Meetings**

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| Month/Year | Board Meeting Date  | Monthly Educational Meetings |
| 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:**

* 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)