**Northern Virginia AGA (NOVAGA) Chapter Board Meeting**

**Agenda**

**August 17, 2020 – 12:00 pm**

**Dial-in: 1-877-216-1555 Code: 538654**

1. **Introductions**

Mr. Matt Menchi began the meeting at 12:01pm with a roll call for attendance. Please see Appendix A for status of board members’ attendance. Mr. Menchi stated that the minutes from the last board meeting would be submitted to the board for approval at the next board meeting.

1. **Board Matters**
	1. Board Roster

Mr. Menchi discussed that some former board members want to keep their current position or have multiple jobs. He stated that his focus was on keeping the current positions filled, but that there are still some vacancies that need to be filled. Some board members are not participating this FY. Mr. Menchi will send out a current list soon.

Mr. Menchi asked for anyone who wants to hold a different position to please contact him.

* 1. Sponsorships

Mr. Menchi stated that the chapter had a handful of sponsors last year; COVID made getting new sponsorships difficult. He stated that the chapter had three sponsors; Mr. Reza Mahbod said that there were more than three.

Mr. Menchi asked Ms. Neda Haghighat for help on that; Mr. Menchi listed the three names that he had.

* Grant
* Kearney & Company
* HRK

Ms. Haghighat listed the additional current sponsors:

* RMA
* KPMG
* Becker
* Cotton & Company

Ms. Haghighat is also in communication with a graduate school that showed interest in the chapter at a recent AGA conference.

Mr. Menchi is in communications with other local chapters, including the DC chapter, about benefits that can be offered to chapter sponsors. He mentioned that he does not anticipate having any dinners this year. Without that, the chapter will need to make sure that the chapter does not lose any sponsors this year.

1. **Upcoming Program year**
	1. Meetings

Mr. Menchi discussed having monthly or bimonthly meetings virtually using Teams or WebEx. As an incentive, the chapter could offer the first or second meeting for free to see if it is worth the chapter’s time. He stated that the DC Chapter has held one or two virtual meetings successfully.

Ms. Jessica Boucher stated that the chapter must ensure polling questions can be used so that credit can be given in accordance with NASBA requirements. Mr. Menchi agreed and stated that volunteers can be used to help with polling questions. He stated that he also has speakers who are willing to step in, but will need assistance on the backend to help set up.

Mr. Kevin Love stated that he can help on the back end. Mr. Menchi would like to have first meeting in mid- to late September or early to mid-October. Ms. Sonia Kessler stated that the chapter could hold a mock session before the first live event to work out the details.

1. **Open Forum**
	1. Other topics and concerns for discussion

Mr. Jacob MacDonald stated that the Membership committee was going through the suspending/suspended membership list now to try to get past members to renew their membership. Mr. Menchi stated that he also received a couple of emails about suspended accounts and will provide them to Mr. MacDonald. Mr. MacDonald will provide an update at the next board meeting.

Ms. Kessler asked if the board would be meeting monthly instead of quarterly with the plan to hold monthly or bimonthly meetings. Mr. Menchi agreed that monthly board meetings would be beneficial, especially during the COVID environment.

There being no new business discussed, Mr. Menchi adjourned the meeting at 12:18pm.

**Appendix A: Board Members in Attendance**

|  |  |  |
| --- | --- | --- |
| **Name** | **Board Position** | **In Attendance** |
| Matt Menchi | President | YES |
| VACANT | President Elect | VACANT |
| Mike Fredrickson | Immediate Past President | NO |
| Christine Turner | Regional Vice President | NO |
| Sonia Kessler | Secretary/Historian | YES |
| Brian Grega  | Treasurer | YES |
| Katie Labadie | Assistant Treasurer | YES |
| Brian Grega | Accountability/Outreach Chair | N/A |
| Paul Marshall | Accountability/Outreach | NO |
| Kevin Love | Awards Chair | YES |
| Kevin Shers | CGFM (Certification) Chair | YES |
| VACANT | CGFM (Certification) | VACANT |
| VACANT | CGFM (Certification) | VACANT |
| Jessica Boucher | Chapter Recognition Chair | YES |
| Robin McCoy | Chapter Recognition | NO |
| Fatima Zoury | Community Services Co-Chair | NO |
| April Leonard | Community Services Co-Chair | YES |
| Neda Haghighat | Corporate Sponsorship Chair | YES |
| Doug Newton | Corporate Sponsorship | NO |
| James Gould | Education Committee Chair | NO |
| Kevin Love | Education | N/A |
| VACANT | Programs Chair | VACANT |
| Paul Marshall | Programs | N/A |
| Jacob MacDonald | Membership Chair | YES |
| Christopher Choi | Membership | YES |
| Xiaolei Wang | Membership | YES |
| Andrew Johnson | Membership | NO |
| April Leonard | Membership | N/A |
| Irfan Satriadhi | Membership | YES |
| Jacob MacDonald | Early Careers Chair | N/A |
| Kris Samiley | Early Careers | NO |
| Xiaolei Wang | Early Careers | N/A |
| Diane Nguyen | Newsletter Editor | NO |
| VACANT | Supporting Newsletter Editor | VACANT |
| Zak Kennedy | Correspondence Chair | YES |
| Katie Labadie | Special Events Chair | N/A |
| Katrina Samiley | Special Events | NO |
| Zak Kennedy | Webmaster | N/A |
| Neda Haghighat | Supporting Webmaster | N/A |
| Reza Mahbod | To Be Determined | YES |