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

**Minutes**

**November 15, 2019 – 12:00 pm**

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

1. **Introductions**

Mr. Mike Frederickson began the meeting at 12:02pm with a roll call for attendance. Please see Appendix A for status of board members’ attendance.

1. **Review and Approval of Past Board Meeting Minutes (provided with agenda)**

Mr. Mike Frederickson motioned and Ms. Katie Labadie seconded for the September 2019 board minutes to be approved. The minutes were approved unanimously.

1. **Board Matters**
   1. Updates and Open Positions

Mr. Frederickson stated that Brian Grega would be taking on the role of Treasurer and April Leonard would be taking on the Charity Co-Chair positions for this year. The Board is still looking for a volunteer for the Programs/Community Service chair position.

Mr. Frederickson asked all board members to reach out to their firms and agencies for volunteers and to direct any questions or potential volunteers to Mr. Frederickson or Ms. Labadie.

* 1. CGFM Study Group / CPE Avialability

Mr. Kevin Shears inquired if CPE credits were available for the Module 1 CGFM study group on December 19th. Morgan Franklin will be hosting this event and advertising can start this weekend. Mr. James Gould will check on the CPE credit availability, and stated that the Chapter needs to follow NASBA requirements when advertising CPE related programs.

* 1. Membership Survey

Ms. April Leonard stated that the membership survey had been passed to the National Board for comments and some additional tweaks were made as a result. Ms. Xiaolei Wang further explained that the survey would be released to the membership once the tweaks were confirmed. Ms. Wang further confirmed that the results would be provided to the Board once tallied.

* 1. Becker CPEs

Mr. Frederickson stated that the contract with Becker was finalized. Becker agreed to a price of $170, and the chapter would offer it to the membership for $50, with the chapter subsidizing the remaining $120. The chapter will be sending a mass email, newsletter, and flyer notice soon asking for a list of those that want to sign up before December. Mr. Gould reminded the Board that the CPE would be awarded by Becker and not by the Chapter.

1. **Upcoming** Chapter Events
   1. November Joint Meeting with Montgomery/Prince George’s County Chapter

The next chapter meeting is set for November 21st and is a joint event with the Montgomery/Prince George’s County Chapter. Emails were sent to the chapter with details (time, place, etc.).

1. **Open Forum** 
   1. Other Topics and Concerns for Discussion

There were no other topics brought to the board for discussion.

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

**Appendix A: Board Members in Attendance**

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