Association of Government Accountants – Olympia Chapter   
Board Meeting Minutes  
January 15, 2019  
Healthcare Authority  
Olympia, WA

**Present:**

Heidi Algiere  
Bret Brodersen (via phone)  
Maryam Jacobs (via phone)  
Denise Nguyen  
Grace Francis-Simon  
Mike Paquette  
Laura Saunders   
Kendra Thomas

**Absent:** Stefanie Niemela

### President’s Report (Stefanie Niemela): None

### Treasurer’s Report (Denise Nguyen):

Denise asked the board about the possibility of obtaining a debit card for the chapter to make payments. Other members present stated they thought the idea had been explored in the past, but due to the varying names that would be on the account and debit card, the chapter had concluded that it would be difficult to do, but no one was certain. Denise noted that use of a debit card would be much more efficient and agreed to look into this option.

### Membership Report (Bret Brodersen):

### Bret had no update on membership.

Bret reported he will be attending an Accounting Advisory Committee for Centralia College and will make a presentation on internal controls during this event. This will be the training he will provide for the upcoming Internal Control seminar. He also stated he emailed David Olson regarding the event, but has not received a response yet. Currently the Internal Control Officers at DOT and HCA have committed to participate in the training, but a firm date has not been established. The board decided to hold the event in May and Bret will find out what day would work out best for everyone.

### On-Line Education (Heidi Algiere):

The chapter’s “Grants Training” webinar, is scheduled for January 23, 2019 and is completely full. Several board members had received emails of additional individuals that are interested in coming and to accommodate more individuals Anwar has booked a venue in the Senate Hearing room could accommodate up to 75 people.

Unfortunately, due to the closure of the federal government, this webinar has been canceled. The group decided to distribute the cancellation via the chapter website and to email all individuals that had signed-up for the class. Currently it is unclear when the webinar will be rescheduled.

Heidi reported that no one has signed-up for the next webinar “GASB Updates”. To promote the event, Heidi will send Brett language on the event for an email to all members, and she will ask Anwar to send out an email to all FMAC members. In addition, the information will be sent to Maryam Jacobs for distribution by IIA.

Heidi informed members that the AGA Annual Conference will be held in July and asked if anyone is attending the event. She clarified that the cost for this conference would be paid by a member’s employer or the chapter, unlike the April AGA conference which was paid for by AGA Headquarters.

Laura Saunders stated she could attend the April conference, but no one can attend the July conference. Stefanie will notify AGA headquarters regarding the annual conference attendance.

### Live Programs (All): No Update

### Community Service Chair (All): No update

### Web Design (Mike Paquette): No update

### CGFM (Grace Francis-Simon):

### Scholarship Chair (Kendra Thomas): Kendra had no updates on scholarships, but did discuss the chapter mail she had picked-up. The following were the items received in the last month:

* A letter from Olympic Federal Savings was received stating the bank could not send out a statement as the email address they have on file is outdated. The email that is on file is Stefanie’s old one. The group decided to give the bank the IIA Gmail account for their records and Denise agreed to contact the bank to make this change. The group also reminded Denise that the account had Stefanie’s old home address and it was agreed upon that the bank records would be changed to have Denise’s home address and phone number.
* An invoice in the amount of $96.00 was received for the post office box rental. The bill is due on January 31, 2019 and the $96 would be rent for the next 12 months.
* Central Washington University sent the chapter a thank you letter for the $150. Gift to its foundation. Mike agreed to post the letter on the chapter website.

### Chapter Recognition (Laura Saunders):

### Other Business:

Denise agreed to begin scanning all AGA records for storage and for the chapter website.

Next meeting location and date:

February 19, 2019 – 12:00 p.m.   
Helen Sommers Building  
Olympia, WA