**AGA Board meeting minutes from January 16, 2018:**

**12:00 – 1:00 pm; State Board for Community and Technical Colleges, 1300 Quince St SE, Olympia**

**Olympus Room, 4th Floor; Call-in number (360) 704-4401**

Present: Scott Sevall, Heidi Algiere, Kendra Thomas, Mike Paquette, Stefanie Niemela

Absent: Ann LaRue, Bret Brodersen, Denise Nguyen

**Stefanie – President**

1. Approval of the minutes
2. SLM is in Kansas City again for this year. We agreed that we should review the agenda to see if we want to attend.
3. We removed the boxes from the storage location. Stefanie looked through the information and will destroy the items no longer needed based on retention requirements. She has several bags of giveaway items. Kendra has one box w/old check registers and banking information. She will also look through this and destroy what items are no longer needed.

**Kendra - Treasurer**

1. Kendra was not able to log into the banking online service. She will get the information from Stefanie. Bank balance is $4,000 after we paid for the costs of the Ethics training and webinars.
2. We received the bill for the PO Box. Stefanie will pay this.

**Bret – Membership**

1. Absent.

**Vacant -On Line Education Programs**

1. We have the following webinars:
	1. Feb 7th – GASB’s New Standards on Leases and Fiduciary Activities
	2. March 28th – Cybersecurity
	3. April 11th – Ethics
2. FMAC has agreed to cover the cost of the webinars for 2018.

**Denise - Live Programs**

1. Absent
2. Ken Smith – Kendra reached out to Ken to see when he is available in March. He said March 15 would work. We have booked Pellegrino’s for that day and Stefanie has paid the deposit. Ken will provide more information on what he will be training and his bio. We can perhaps charge $25 for members and $50 for non-members. We need this information soon so we can make the flyer and send it out. We agreed we should use EventBrite again.
3. Kendra will check the IIA’s website to see when and what trainings they are doing so that we do not conflict or offer the same topic.
4. It was suggested that maybe we can google Forensic Accounting and see if anyone pops up. We can also check with St. Martins to see if they have a professor who can training on this topic.

**Vacant – Community Service Chair**

1. Vacant

**Vacant - Web Design**

1. New email addresses for all of AGA accounts.
	1. Operations – Stef
	2. Registration – Denise
	3. Web – Scott
	4. Membership – Bret
2. New website is [www.agacgfm.org\olympia](http://www.agacgfm.org\olympia)
	1. Scott is going to look into what has moved and what else we can move.

**Vacant - CGFM**

1. No update

**Scott - Scholarship Chair**

1. No update

**Heidi – Secretary**

1. Provided minutes from December for approval.

**Follow up items:**

1. Kendra will follow up with Ken on a description of what he will be training on and his bio so we can create the flyer.
2. Stefanie will create flyer once information is received.
3. Stefanie will provide Kendra with the banking log on and password so she can do the bank reconciliations.
4. Stefanie will pay the annual PO Box fees. - Done
5. Kendra will look at the IIA website to see when they have training and what the topics are so that we do not have a conflict.
6. Scott will look into moving website information.
7. Scott will look into how to better use EventBrite and update the address.