

**CEC Meeting Minutes
November 5, 2020**

I. Call to order

The meeting was called to order at 12:00 pm by Nathan Ziegler

II. Name of Attendees and Absentees

Attendees:

Nathan Ziegler, Tammy Beeman, Ashley Bartholomaeus, Renee Vines, Greg Drake, Sarah Burrows, Melody Ownby Daphne Pevahouse, Monica Robinson, Kristy Bork, Wayland Mueller

Absentees:

Eric Biring, Teresa Allen, Julie Ravenscraft, Jennifer Schatzer

III. Approve the updated Policies & Procedures Manual

Motion – Monica

Second – Sarah

Motion Approved

IV. Membership

a. Update on current membership numbers

i. 84 members, increased by 12 as of August

b. Fall seminar attendance

i. 41 for first session, 42 for second session

ii. Course descriptions are required for CPE credit

V. Upcoming CPE

a. Continue with virtual for the spring

i. Virtual has allowed for good attendance, and helps those living outside of Springfield

ii. Next CPE will be in January

iii. Annual plan included 27 hours

1. 16 hours have been provided

2. We will need to add an extra hour to January, or an hour in May to meet our target

b. Spring Seminar

i. Late March

ii. Host virtually and in person, same as with the fall seminar

1. We can move this entirely virtual if needed.

2. It is easier to get speakers virtually, including non local speakers

3. We have already paid for the webinar costs, and virtual alleviates catering costs

iii. Topics

1. Potential topics could include: Paycheck Protection Program, best practices for virtual work, HR topics, estate planning, IT governance

VI. Update on ACE requirements

- a. Using correct logos in communications
- b. Keeping website updated
- c. Review bylaws
 - i. We will need to create a committee to review
- d. Plan a stand-alone community services project
 - i. Emergency cold shelter
 - 1. Offer to donate goods needed
 - 2. Members may not feel comfortable physically going, but can still participate through donations
- e. Nominate a new NCC Rep
 - i. Needs to be done sometime in December and selected by January
 - ii. Greg's term doesn't expire until June, but new rep will need time to go through the orientation process
 - iii. Need to determine if past presidents are allowed to fill the position

VII. Finance Case Challenge

- a. Competition for students
 - i. One for graduate students, and one for under grads
 - ii. Teams are composed of 3 to 4 students
 - iii. National competition takes place annually in the fall
 - iv. Students have a few weeks to turn in their presentations
- b. Student engagement is a top priority for AGA
 - i. Push for participation in our local schools
 - 1. Potentially reward winners with financial support for PDT
 - ii. Create a task force looking into the case challenge and organizing students

VIII. Adjournment

- a. Meeting adjourned at 1:06 pm by Nathan Zeigler