

# Tuesday, August 10 - 5:30 PM Chapter Executive Committee Meeting

Virtual Zoom, Tallahassee, Florida

# MINUTES

**Call to Order** – President Patricia Manning called the meeting to order at 5:32 pm. The following officers and directors were in Virtual “Zoom” attendance:

Chapter Officers:

Patricia Manning, President

Tracie Hodge, President-Elect

Pete Walker, Treasurer-Elect

Pamela Ray, Secretary

Board Members:

Justin Evans

Alexandra Weimorts

Angie Robertson

Sue Graham

Patrick Cowen

Wicliff Fleurizard

Officers and Directors not present:

Antonio Murphy-Treasurer-Elect

Brittnee Clark

Melinda Miquel

Lisa Wiggins

Angela Rowe

**Meeting Called to Order** – President Patricia Manning welcomed the officers and directors to the meeting.

**Meeting Quorum** – Pam Ray indicated a quorum was present.

**Prior Meeting Minutes** – Patricia asked if members had a chance to review the May meeting minutes, and members indicated that they reviewed them. No corrections were noted. Alexandra Weimorts made a motion to approve the minutes as presented, Sue Graham seconded the motion and the minutes were approved unanimously.

# New Business:

Conference i/o Contract Renewal

Patricia received the renewal from AGA National for $250 and asked about the budget for this item. Pete Walker checked the June financials and indicated that $2,500 is budgeted in total for Conference I/O and the GTE. Patrick Cowen stated that the rate was negotiated with National and the rate remained the same as last year. Sue Graham made the motion to renew Conference I/O for this chapter year for $250, the motion was seconded by Justin Evans, and approved unanimously.

CGFM Training

Training includes review for exam 1 and 3 and will be offered in person, only, on October 6-8, 2021. Sue indicated that National and the presenter are excited that it will be delivered in person. Decision was made to offer early bird option at same rate as last year. Sue offered to send the final update for speaker and address location at C100 Tallahassee Center to Pam. Attendees are capped at 30 attendees. Pam took the action to update the event in constant contact and send out the notice to all members and friends.

September 15th Luncheon

Melinda Miquel will speak at the luncheon and it will be offered as a hybrid for in-person and virtual attendees. Patricia asked for suggestions for the future luncheon speakers. Pam asked Patricia for the subject and also for her updated website welcome message. Price will remain at $10 for members and $15 for non-members. Pam took the action to post on the website and Patricia took the action to send out via constant contact.

Patrick recommended Amy Baker “Economic Update” and Sam McCall and Sue recommended Sherrill Norman “Teleworking” and Mike Rosciam “ IT Topic” as future luncheon speakers.

Early Careers/Student Membership

Wicliff Fleurizard will chair this committee, assisted by Brittnee Clark, and requested directions and timelines/deliverables. Patricia asked for strategies and suggestions to get students involved in order to build this part of the membership community such as reaching out to the scholarship recipients. Sue suggested offering reduced prices to students for the luncheons. Patricia did not oppose, and Justin recalled this practice in the past.

Nominations Committee

Patricia led this discussion which usually comprises the president elect, immediate past president, and secretary. Since Patricia is also immediate past-president, there needs to be someone to fill the 3rd slot. Patricia asked Justin if there was anything in the by-laws about who could serve and upon research during the meeting, Justin verified there is no prohibition of anyone else serving except those seeking chapter officer positions. Patricia asked for a volunteer to assist and Patrick Cowen volunteered.

Annual Audit Review

Review is being conducted by Megan Gaillard and is to be completed by the end of the month. National removed the August 31st due date in order to coincide with the new treasurer appointment. Patricia mentioned that Gaillard also wants to become a Board Member remotely after the review is completed. ACE goals were completed and submitted by the due date of August 1st.

GTE Planning

GTE will be conducted February 10 – 11, 2022 as a hybrid at FSU Turnbull and the reservation has been confirmed. Jennifer Carter is no longer the Turnbull contact but Patricia did confirm that the conference rate will remain the same as 2021. Alexandra indicated that speaker out-reach will begin the end of September and first of October. Alexandra requested the speaker surveys from 2021 in order to select speakers with high ratings. Patricia took the action to review the surveys. Patricia recommended Tracey Walker, one of the speakers at the PDT, as a speaker. Pat also recommended another PDT speaker on Accountability and Transparency in COVID -19. Exhibitor speakers, such as Becker and KPMG, were also recommended again as potential speakers. Patricia recommended contacting Workday as a potential exhibitor. Patrick recommended Joe Maleszewski, from FAMU, as a speaker and he requested early out-reach since this is a new topic for him. Patrick mentioned that he would be out of town the first day of the GTE and Patricia offered to contact Antonio to cover for him.

# Old Business:

# Star Chapter, a software product that would replace Constant Contact, integrate with the AGA Tallahassee Website, and utilize credit card capabilities, demonstrated their product to Patricia. Patricia will schedule another demonstration for other CEC members to join sometime in August. This product has the capability to segregate members from non-members for emailing and communication purposes. Other chapters have transitioned to this product. Alexandria voiced concerns about the current pro-pay requiring a social security number. A pricing schedule will be requested in order for a cost/benefit analysis.

# Patrick questioned the current picture on the AGA Tallahassee home page and whether the appropriate approval was received. Alexandra suggested a new picture be taken to replace the current one. Angie Robertson agreed to take the picture in the fall.

# Committee Reports:

# Membership

# Sue Graham reported 293 members.

# Finance Committee

# Angie Robertson and Pete Walker presented the June financials for approval. July financials have not been completed. Sue Graham made a motion to approve the June financials as presented, Pam seconded, and the June financials were voted and approved unanimously.

# No Committee Reports Requested

* Records Management
* Education
* Website/Newsletter
* Awards
* Early Careers/Student Membership
* Bylaws
* Chapter Recognition Program

# Other Topics

There were no other topics to discuss.

# Next CEC Meeting

The next CEC meeting will be held 9/14/21 at 5:30 pm via Zoom.

# Adjournment

There being no further business before the CEC, the meeting was adjourned at 6:25 pm.

Respectfully submitted,

Pamela Ray

Secretary