

**CENTRAL OHIO CHAPTER OF AGA**  
**Minutes for Executive Committee Meeting**  
**May 26, 2015**

Name	Present Y N	Name	Present Y N	Name	Present Y N
Nancy Barber	<input checked="" type="checkbox"/> <input type="checkbox"/>	Cindy Klatt	<input type="checkbox"/> <input checked="" type="checkbox"/>	Ajay Phadke	<input type="checkbox"/> <input checked="" type="checkbox"/>
Virginia Brizendine	<input checked="" type="checkbox"/> <input type="checkbox"/>	Brent Lewis	<input checked="" type="checkbox"/> <input type="checkbox"/>	Carrie Simmons	<input type="checkbox"/> <input checked="" type="checkbox"/>
Kelly Berger-Davis	<input checked="" type="checkbox"/> <input type="checkbox"/>	Roy Lydic	<input type="checkbox"/> <input checked="" type="checkbox"/>	Stewart Smith	<input type="checkbox"/> <input checked="" type="checkbox"/>
Bryan Cottrill	<input checked="" type="checkbox"/> <input type="checkbox"/>	Jessica Martin	<input checked="" type="checkbox"/> <input type="checkbox"/>	Bethany Staats	<input checked="" type="checkbox"/> <input type="checkbox"/>
Jason Fleming	<input type="checkbox"/> <input checked="" type="checkbox"/>	Brian Mosier	<input type="checkbox"/> <input checked="" type="checkbox"/>	Rich Thompson	<input type="checkbox"/> <input checked="" type="checkbox"/>
Marni Hall	<input checked="" type="checkbox"/> <input type="checkbox"/>	Caren Murdock	<input type="checkbox"/> <input checked="" type="checkbox"/>	Kit Van Krevel	<input type="checkbox"/> <input checked="" type="checkbox"/>
Jenni Johnson	<input type="checkbox"/> <input checked="" type="checkbox"/>			Tracy Valentino	<input type="checkbox"/> <input checked="" type="checkbox"/>

Meeting was called to order at 11:45 AM.

Minutes from the April 2015 meeting were approved with no changes.

**Treasurer's Report (Brian and Kit – both ABSENT):**

Per the bank statement reconciliation and financial statements the Chapter had approximately \$48,181 in the savings account and \$7,021 in the checking account as of April 30, 2015. Net income is approximately \$26,121 through April 2015.

Brent updated the committee on the following topics received via email from Brian:

1. Budgets for each committee were sent to the committee chair for updates prior to the next chapter year.
2. CGFM: our revenue was \$2,000 more than last year.
3. PDT: our revenue was \$13,000 more than last year.

**Chapter Business - Chair reports:**

**Education/PDT (Stewart - ABSENT & Kelly):**

1. Kelly discussed the following upcoming events:
  - a. July 8 - TOS office: Grants Management and Ohio Compliance Supplemental presented by Roy Lydic and Michelle Porter
  - b. August 18 – TOS office: GASB 72 presented by Jim Pierson
  - c. September 15 – Uniform Guide on Super circular (not finalized) presented by Kelly Berger-Davis
  - d. November 16 – TOS office: CGFM #1 training presented by Virginia Brizendine
2. Kelly discussed the following items regarding the 2015 PDT:
  - a. Registration for PDT will open on 7/1/15
  - b. All speaker bios received except for one speaker
  - c. Marne has started the PIM request for PDT – preparing spreadsheet
  - d. The sponsor list needs to be reviewed to ensure everything is covered at each member level.

**Community Service (Caren - ABSENT):**

1. No update

**Membership (Jessica):**

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1. The latest membership numbers are:
  - a. 425 members
  - b. 9 new members in May
2. The membership activities are:
  - a. As of 1<sup>st</sup> week of May, 47 members remain on the list for not yet renewed

Communications/Newsletter (Jason & Rich – both ABSENT):

1. Update on communication activities are:
  - a. The next newsletter will be targeted for July. Features will include a ‘recap’ of chapter year, president’s message and pictures from zoo and golf events.

Social Media Chair (Ajay - ABSENT):

1. No update

Professional Certification (Virginia):

1. November class is scheduled
2. Two persons responded to the email blast regarding the chapter paying for one of the CGFM tests

Scholarship & Awards (Tracy - ABSENT):

1. Brent will reach out to Tracy for an update on scholarship status and chapter points earned.

Social (Bethany):

1. Update on future social events:
  - a. 4/17/15: 45 people attended the Funny Bone event
  - b. 5/15/15: Bryan stated that the annual Golf Outing at New Albany Links was a success with 70 persons participating. KCR donated golf balls; Schneider Downs donated golf tees; Charles Harris and Ajay’s employer donated gift cards as prizes. Overall, COAGA saved \$700-800 in expenses this year as a result. Bryan will look at reserving a date for next year’s event at the same course.
  - c. 5/30/15: Bethany stated that 75 people have signed for the Columbus Zoo event co-sponsored with the IIA. The event will feature an animal show and lunch will be provided.
  - d. It was noted that the PDT brochure should include an advertisement for the Happy Hour event.
  - e. Volunteers Appreciation event: TBD

Accountability (Jenni - ABSENT):

1. No update

Bylaws/Sponsorship (Carrie - ABSENT):

1. Brent updated that Carrie has started on the packets for next chapter year.

Website (Roy - ABSENT):

1. No update

Other Business:

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The following topics were discussed:

1. Marni Hall was introduced to the committee. Marni will be a co-chair of the education committee. Scott Reeves will be the other co-chair for this committee. Kim Polley will be the program chair. Brian will invite all new committee members to the next chapter meeting. It was noted that our chapter could receive points for submitting a roster in early June.
2. AOM (Accent on Management): Given that the TOS will no longer be providing assistance in training event coordination, Marni has contacted our previous vendor AOM. The vendor provided her with a contract for 160 hours at a cost of \$5,000. The contract appears to be the same as the one from two years ago and covers: coordination of activities at the PDT, registration table, collecting monies, etc. Since the education committee has already completed some PDT tasks, Marni will request a breakdown of the cost. Marni, Kelly and Bryan will meet with AOM and has executive committee approval to sign an agreement up to \$5,000.
3. Reg-Online: it was suggested that if we hire AOM, the Reg-online contract can be cancelled in September. This vendor provided the registration software for the PDT last year.
4. C-Vent: this company can provide on-line access to the presentations, certificates, etc for the PDT. It was suggested that we wait to vote on this purchase until after the meeting with AOM. AOM had indicated other vendors that provide a more basis service that might meet the needs for the PDT. C-Vent would cost between \$5-7k for their top package. Bryan is our contact with this vendor.
5. National PDT: attendees will be Brent Lewis, Bryan Cottrill, Kelly Berger-Davis, and Brian Mosier. The executive committee approved of donating \$500 from our chapter, \$250 above last year. Also the committee approved up to \$200 for a gift to be donated for the raffle table.
6. SLIM conference: Bryan attended on behalf of our chapter and provided the following updates.
  - a. The audit of the chapter's books can be performed by the Accountability chair.
  - b. Fiduciary insurance for the executive committee which covers if we forget or submit the 990 tax form late and event insurance in case we would be sued.
  - c. Look into OSU professors that would present on topics for free as a public entity is obligated to perform community service
  - d. Reevaluate our chapter fees as other chapters charge up to \$25 while ours has remained steady at \$5.

The meeting adjourned at 1:10 PM. The next meeting will be a lunch meeting at Auditor of State's office on June 16, 2015.

Future meetings (4<sup>th</sup> Tuesday of month):

July 28, 2015

August 25, 2015

Respectfully submitted,  
Nancy Barber, Secretary