

MINUTES
AGA Chapter Executive Committee
April 5, 2018

Submitted by Gathelyn Oliver, Chapter Secretary

The chapter Executive Committee for the Nashville chapter met on Thursday, April 5, 2018, in the 3rd floor Auditor Training Room of the Cordell Hull State Office Building.

Present (voting members in bold): **Britt Wood, President; Michael Wintson, President-Elect; Gay Oliver, Secretary; Jennifer Garoutte, Treasurer; Alex Warns, Treasurer Elect; Katie Armstrong, Finance Co-Chair; Jai Sawlani, Finance Co-Chair; Scarlet Sneed, Meetings Chair; Donna Jewell, Program Co-Chair;** Drew Hawkins, Awards Chair; Melissa Lahue, CFGM, Chair; Karen Hale, Communication Chair; Rachelle Cabading, Education Chair; Bridget Carver, Membership Chair; Nathan Abbott, Website Co-Chair; and Nichole Crittenden; By-Laws Chair.

Call to Order

Britt called the meeting to order at 11:30 a.m.

Minutes

Britt asked if there were any changes to the minutes. Michael moved that the minutes be approved. Donna J. seconded the motion. The minutes were approved.

President's Report

Britt stated that we will add Katie's presentation about the 40th Anniversary to the agenda.

Past-President's Report

Angela was not in attendance and had nothing to report.

President-Elect's Report

Michael stated that the points update was due at the end of March and the chapter will finish in the platinum category with around 19,000 points and 25,000 total points without limits. Michael then discussed the May luncheon to be held in the Tennessee Tower. He noted the tentative plan was to have Cracker Barrel cater with an alternative for vegetarians. Based on feedback from the last luncheon at Tennessee Tower, we will move drinks to the other side of the room and make an announcement for people to discard their plates, etc. in the trash cans. He also stated he may ask Jim Arnette to make comments if he is available. We will need a table for awards and instead of a head table, have a reserved table up front for scholarship recipients and their guests. Rachelle added that Jim said the national office will provide pins and certificates for years of service awards. Michael also stated that some committees need co-chairs for next year.

Treasurer's Report

Jennifer stated that budget documents and bank reconciliations were included with the agenda. Rachelle stated that she is waiting for a \$12,400 winter seminar payment from F&A that should be on its way.

Accountability and Outreach

Gerry was not in attendance. Katie stated that she and Rachelle will try to work with some local governments about preparing a CCR.

Awards Committee

Drew stated that we received 3 applications for the Ellis Scholarship and 14 applications for the Snodgrass Scholarship. The winners will be announced at the luncheon. Drew also stated he has 2 volunteers to help judge the applications and would like to have 5. Donna J. and Katie volunteered to help. Drew stated that he needs to know which awards to order for May.

Bylaws/Procedures

Nichole stated that she was waiting for information from National on governance changes. After a decision is made, changes will be made to the chapter by-laws.

CGFM Committee

Melissa stated that there will be drawings for 3 CGFM renewal fees at the luncheon. She also stated that the CGFMs liked the March luncheon and the idea was sent to national at Jim's request.

Communication

Karen Hale stated that anyone who submits an article for the newsletter is entitled to a free-meal certificate and a chance to win a cash prize at the Awards Luncheon. Karen stated that we need a reviewer for the Newsletter article award. Rachelle volunteered to be the reviewer. Next month's newsletter deadline is April 13th. Be sure to include the word "Newsletter" in email subject lines for quick reference. Britt stated that she sent in the Newsletter and website for a National award.

Community Service Committee

Keavia was not in attendance. She previously provided information that the April Community Service project is the Rock and Roll Marathon on April 28 supporting St. Jude Children's Hospital. AGA members can participate in this event by volunteering, donating, or running in the event.

Corporate Sponsorship

Victor was not in attendance.

Early Careers

Chase was not in attendance.

Education

Rachelle stated that CPE certificates for the Winter Seminar have been emailed and the chapter had a total of 44 CPE hours this year. Rachelle added that we will not have a spring breakfast this year since we have already offered 44 hours of CPE. She stated that there have been some connectivity issues with webinars at Metro, so Metro staff rode the green bus to the Cordell Hull building for the most recent webinar.

Finance

Katie reported that Brittany Pressley and Jai will be collecting funds at the April luncheon. Katie stated that if we want to work Titans games again next year we need to do it sooner in the year and we can put the funds under corporate sponsorships in the budget. We will vote at the next meeting on the number of games to work next year. Katie also presented a budget proposal for the 40th Anniversary Gala to be held in the fall of 2018. Jennifer moved that \$12,500 be included in the 2018 budget for the 40th Anniversary Gala. Donna J. seconded the motion. The motion passed.

Meetings and Attendance

Scarlet reported that Michael Winston will be giving the invocation at the luncheon on Monday. The current reservation number is approximately 60. She also stated there were 13 no shows for the March luncheon, 6 of which were CGFMs whose lunch was paid for by the chapter. We do have a credit from the Doubletree from the February luncheon that could cover the cost of the no shows. Donna J. moved that the no show fee for the March luncheon be waived and a refund be given to anyone who already paid it and a notice about the payment policy for no shows to CGFMs and others be included in the luncheon emails in the future. Michael seconded the motion and the motion passed.

Membership Committee

Bridget reported that we currently have 352 members, including 24 new members.

Program Committee

Donna J. reported that Phil Carr will speak at the April meeting on the topic “Metro Finance – Keeping Up with Nashville’s Growth?” Angela McElrath-Prosser will introduce him. May will be the awards luncheon. Donna J. stated that for our social event, the Sounds let us drop 3 tables from the reservation so we have 60 seats reserved with 16 remaining to sell.

Website Committee

Nathan asked that everyone email website updates to all of the committee members.

Details for Next Chapter Meeting on April 9th

- ❖ Invocation: Michael Winston
- ❖ Head Table: Will need screen and projector. No head table.

- ❖ Introduction of Speaker: Angela McElrath-Prosser
- ❖ Collecting funds: Brittany Pressley and Jai Sawlani
- ❖ Announcements:
Britt – Community Service
Donna J. – Chapter Social Event
Michael – CGFM, May Meeting at TN Tower

The next CEC meeting is on Thursday, May 10, 2018.

As there was no other business, Britt adjourned the meeting at 12:44.