

**MINUTES**  
**AGA Chapter Executive Committee**  
**July 6, 2017**

*Submitted by Gathelyn Oliver, Chapter Secretary*

The chapter Executive Committee for the Nashville chapter met on Thursday, July 6, 2017, in the 16<sup>th</sup> floor Training Room of the James K. Polk State Office Building.

Present (voting members in bold): **Britt Wood, President; Angela McElrath-Prosser, Past President; Gay Oliver, Secretary; Jennifer Garoutte, Treasurer; Alex Warns, Treasurer-Elect; Drew Hawkins, Awards Chair; Keevia Battle, Community Service Chair; Victor Nwanso, Corporate Sponsorship Chair; Chase Trammel, Early Careers; Kaitie Armstrong, Finance Co-Chair; Jai Sawlani, Finance Co-Chair, Donna Jewel, Program Co-Chair; Doreen Zientar, Program Co-Chair; Donna Nicely, One year Director; Gerry Boaz, Accountability Outreach; Melissa Lahue, CGFM Chair; Rachel Cabading, Education Chair; Scarlet Sneed, Meetings Chair; and Nathan Abbott, Website Co-Chair.**

### **Call to Order**

Britt called the meeting to order at 11:27 a.m.

### **Minutes**

Britt asked if there were any changes to the minutes. Doreen moved that the minutes be approved. Angela seconded the motion. The minutes were approved.

### **Introductions**

CEC members introduced themselves and indicated what office/committee they held or chaired.

### **President's Report**

Britt stated that the CEC is responsible for all business of the chapter. She needs each committee's strategic plan by the July 12th. They are due to incorporate by July 15th.

### **Past-President's Report**

Angela stated that she has purchased the chapter PDT gift. With a \$100 budget she purchased a Kindle and a Starbucks gift card.

### **Meeting Venue Discussion**

A PowerPoint presentation created by Michael detailing the results of his review of venue options for monthly luncheons was presented. After some discussion, Donna moved that we hold 7 monthly meeting at the Doubletree on the second Monday of the month, with the exception of September, which will be held on September 18<sup>th</sup>, and the October and May

meetings will be held in the Tennessee Room. Donna Nicely seconded the motion, and the motion passed.

### **Other Business**

All webpage changes should be sent to Dan and Nathan. All newsletter items should be sent to Karen the week of July 17<sup>th</sup>. Britt will be sending budget information via email. Budgets are due to Britt on August 3. Gerry stated that there will be changes in governance and bylaws will be changed at the national level. Britt will send Outlook appointments for future CEC meetings.

The next CEC meeting is on Thursday, August 10, 2017.

As there was no other business, Britt adjourned the meeting at 12:37.