

MINUTES
AGA Chapter Executive Committee
September 14, 2017

Submitted by Gathelyn Oliver, Chapter Secretary

The chapter Executive Committee for the Nashville chapter met on Thursday, September 14, 2017, in the 16th floor Training Room of the James K. Polk State Office Building.

Present (voting members in bold): **Britt Wood, President; Michael Winston, President-Elect; Angela McElrath-Prosser, Past President; Gay Oliver, Secretary; Jennifer Garoutte, Treasurer; Alex Warns, Treasurer-Elect; Drew Hawkins, Awards Chair; Keevia Battle, Community Service Co-Chair; Veronica Coleman, Community Service Co-Chair; Victor Nwanso, Corporate Sponsorship Chair; Chase Trammel, Early Careers; Katie Armstrong, Finance Co-Chair; Jai Sawlani, Finance Co-Chair, Donna Jewell, Program Co-Chair; Donna Nicely, One year Director;** Gerry Boaz, Accountability Outreach Chair; Melissa Lahue, CGFM Chair; Karen Hale, Communication; Bridget Carver, Membership Chair; Nichole Crittenden, By-Laws; and Nathan Abbott, Website Co-Chair.

Call to Order

Britt called the meeting to order at 11:29 a.m.

Minutes

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

President's Report

Britt stated that NPR informed her they were offering a special for 15 second ads to run over a 2 week period. Britt recommended running the ads during October or January. We can use information from the Citizen Centric report and include the website Nashvilleaga.org. Britt asked that member send ad ideas to her. Since this was already approved, Britt will let the CEC know as things progress.

Past-President's Report

Angela stated that the Chapter Citizen Centric Report is due in September and she will need to get additional information from Katie, Jai and the history report in order to finalize it.

President-Elect's Report

Michael stated that the Chapter Recognition Program for this year is well underway and CEC members should familiarize themselves with the sections that fall under their committee's responsibility and let him know when points are earned. The first quarter report is due to

National on September 30, so please email Michael with any points earned from June – September.

Treasurer's Report

Jennifer stated that the CEC needs to authorize a change fund for the luncheons. Jennifer moved that the CEC approve a change fund be set up for the meetings and that Scarlet be responsible. Michael seconded the motion. The motion passed.

Jennifer stated that there are \$250 of outstanding accounts receivables that have not been invoiced going back as far as the September 2016 luncheon. Katie stated that we do not have a policy on outstanding debts so the CEC can send an invoices and try to collect the receivables. Jennifer stated that there are 3 outstanding refunds from FY 2017 that she will pay.

Jennifer and Britt discussed the budget. Donna J noted a change in one item on the Program Committee. Keevia noted that Mending Hearts should replace Exodus as a new organization for Community Service. Angela moved that budget be approved as amended. Keevia seconded the motion. The motion was approved.

Awards Committee

Drew stated that he has asked Melissa Boaz to briefly speak at the next meeting or write a newsletter article about her trip to the AGA PDT and how she earned points to qualify to win the trip. Britt stated that she can speak at the meeting and also write an article and earn points for both.

Bylaws/Procedures

Nicole asked if there were any updates to the bylaws. Karen stated that she was not aware of any. Nicole stated she would work with Jennifer and Katie to write policies.

CGFM Committee

Melissa stated that the first drawing will be on Monday for people who have passed one part of the CGFM exam. As of right now, only one person is on the list. She asked that anyone who know of others who have passed a part to email her.

Communication

Karen Hale reminded the committee that she needs committee news and bios as soon as possible for the newsletter. Donna J. stated that she is still waiting for some of the October speaker bios. Karen stated that next month's newsletter deadline is October 13th.

Community Service Committee

Keevia stated that we will be collecting donations and school supplies through October 27th for Alex Green School. We will also be participating in Hands On Nashville Day September 23 from

9 am to noon at Bellshire Design Center. Keevia will make an announcement at the September meeting.

Early Careers

Chase stated that AGA should consider having a presence at college career fairs and Meet the Firms events. Donna J. stated that Meet the Firms have a cost and is not included in the budget. Britt stated that she has pens and flyers from corporate to give out at events. Donna J. suggested that we create a speakers bank to be available to speak as requested at colleges.

Finance

Katie stated that based on the results of the survey, our chapter has committed to work concessions at the November 5th and December 3rd Titans games. The next available training dates are September 20th and 27th (6:30-8:30). They will also have October dates available for training. The training is good for 3 years. Katie will have sign-up sheets at the October and November luncheons and will send out an email. Katie stated that the deadline for the history report is September 30th.

Meetings and Attendance

Bridget reported that Melvin Jones, Jr. will be giving the invocation on Monday. The meal will be the chicken option. The current reservation number is 79. Katie and Jai will be counting money on Monday. Nathan does need a screen for his presentation on Monday.

Membership Committee

Bridget reported that we currently have 332 members, including 6 new members. She will put information about the membership drive in the newsletter.

Program Committee

Donna reported that Nathan Abbott will speak at the September 18th meeting and it will be CPE-eligible. Rachele Cabading will introduce him. His charity will be Monroe Carell Children's Hospital. Donna J. stated that we will have a panel discussion on higher education and the future of governmental accounting at the October meeting. At this point, 5 speakers are coming, representing DLU, FHU, MTSU, APSU and WKU. The panel will be the head table for the October meeting.

Website Committee

Nathan stated that the new website is up and running and any website updates and/or changes should be sent to Susan, Dan or Nathan.

Details for Next Chapter Meeting on September 18th

- ❖ Invocation: Melvin Jones, Jr.
- ❖ Head Table: Nathan Abbott

Melvin Jones, Jr
Rachelle Cabading
Chase Trammel
Michael Winston

- ❖ Introduction of Speaker: Rachelle Cabading
- ❖ Collecting funds: Katie Armstrong
Jai Sawlani
- ❖ Announcements: Melissa Boaz – Trip to National
Melissa Lahue – CGFM drawing
Keevia – Community service events
Katie – Tennessee Titans fundraiser
Donna J – Speakers bank
Gerry - Governance

Other Business

Gerry stated that the National Board of Directors have hired a consultant to identify and address national, regional and local governance. Gerry will send the results to the CEC and all members when they are available. The CEC and members can provide feedback no later than December. The NEC will choose a model at the February 2018 NEC meeting,

The next CEC meeting is on Thursday, October 5, 2017.

As there was no other business, Britt adjourned the meeting at 12:40.