

AGA – Phoenix Chapter

Chapter Meeting

Thursday, August 16, 2018

3:00 p.m. - 4:31 p.m.

ADOA _ Conference room 304

100 N 15th Ave Phoenix, Arizona 85007

Attendees:

Anthony St. George

Anne Davison

Getzamani Aragon

Jerry Snyder, CGFM-Retired

Jordan Dale

Keith Orr, CGFM

Kelly Alkhoury

Kim Prendergast, CGFM

Luis Perez

Michelle Huckabay, CGFM

Paola Matson

Education Committee Member

Visitor (3:45)

Program & Young Professional Committee (3:17)

Education Committee Member

New Board Member

Education Committee Chair

Scholarship Committee Chair

Accountability Chair (by phone)

New Board Member

President

Secretary (3:03)

Not present:

Gergana Kovatcheva, CGFM

Mary Adelman, CGFM

John Schutter

Cindy Smith

Treasurer

Membership Committee Chair

Community Services Committee Chair

Vice President

I. President Michelle Huckabay called the meeting to order at 3:00 p.m.

II. Meeting education plan assignments

- Michelle mentioned that she reached out to the FBI which agreed to be a speaker for us later in the year; they are not be able to do it earlier in the year. Michelle also asked if somebody else has a speaker to fill in for our first meeting for Communications. Because Grant Thornton will not be able to speak on 09/12/18, Michelle suggested going with Audio for the first meeting on September 12, 2018.
- **ACTION:** The Audios will be ordered by Gergana & Anthony.

- The next meeting for Internal Control will be on October 10, 2018 and it will be an Audio conference.
- The Combined Chapter meeting on 11/02/2018, this meeting will be happen later on the year. Maybe CGFM or CPA (still working out date)
- On November 14, 2018 there is going to be a live meeting. This meeting got moved to Department of Education, because they did not have the availability at ASU SkySong. Grant Thornton will be the speaker on Blockchain.
- Holiday Social meeting on December 19, 2018. Location: ASU SkySong. Dennis Green will be the speaker. Michelle talked to Kim about reserving the room in Sky Song. Kim stated the she put the room on hold, also Kim mentioned that we will need to pay half of the price in order to book the room. Kim stated that the room is reserved starting at 10:30 am.
- The Grants Management will be an Audio conference on January 9, 2019. Location: ASU Skysong.
- On January 18, 2019 it will be a Special event on Ethics with ASCPA. Kim stated that she has the room in place with Maricopa Community College, at no charge. Kim said that she has a confirmation, but not received the contract yet; that is the only item she is missing.
- On February 6, 2019 GASB Update, Keith and Jerry will reach out to Lealan Miller from Eide Bailly as a live speaker for this event. Location: ASU Skysong.
- On March 1, 2019 ASRS, Deferred Comp, Federal Income Tax, State income Tax, Keith and Jerry will reach out the speakers for this live meeting event. Location: ASU Skysong.
- The Finance meeting will be an Audio conference on March 6, 2019. Location: ASU Skysong.
- On March 27, 2019 we will have an Audio conference on Cybersecurity. Location: ASU Skysong.
- On April 10, it is a live meeting. We will have the FBI speaker. Open topic. Location: ASU Skysong. Michelle is contacting them.
- April 24, 2019 was cancelled, because it was too close to our PDT meeting.
- On May 15, 2019 we will have an Audio conference meeting on Fraud/ Data Analytics. Location ASU Skysong.

- On May 29, 2019 we will have a live meeting on RPA from ISG. Cindy will reach out the speaker for this live meeting event. Location: ASU Skysong.
- On June 12, 2019 we will have a live meeting for Emotional Intelligence or Other Soft Skill Topic. Speaker Brittney Williams. Anthony will reach out the speaker for this live meeting event. Location: ASU Skysong.

III. Meeting location

Kim wanted to address about the deposit that needs to be made to Skysong. Kim said that they requesting a non-refundable deposit payment. This is basically paying half of the costs for those reservations. Kim stated right now not deleting November 7, 2018 the total will be \$3,487.50 dollars for most of the meeting, and \$300 dollars for December 19, 2018, and \$750 dollars for March 1, 2018. This amount does not include rental fees for the microphones. Michelle suggested that we should reserve the rooms for the meetings, and pay Skysong.

Michelle mentioned that she gave all the meetings dates to Lisa and Lisa confirmed all the days for the meetings except the December meeting.

Michelle will follow up with Lisa and send a final list for all the meetings dates with the locations.

IV. Payment to Skysong

Kim will contact Skysong to get the right information of total costs for the meetings including the microphones. After Kim has the correct amount she will contact Anthony to pay Skysong.

V. Purchase audio conferences

Michelle suggested that we need to purchase some of the audio conferences now, and she also mentioned that at least we have to pay for six audio. Kim mentioned that for each webinar is \$250 for the total of \$1,500. In addition, there will be catering costs.

ACTION: Michelle asked Anthony if he could purchase the audio conferences for the year. Anthony said to Michelle to send the final education plan and he will do the purchases.

VI. Eventbrite, Website updates

Michelle mentioned that she will update Eventbrite website and add all the topics information that we have. Michelle will try to update the meetings hopefully for September for now, and she will be working with the other meetings later.

VII. Mail Chimp

Michelle added this item to the agenda because she does not think that we are sending emails out to all of our members. Gergana is doing the mail chimp now, so Michelle will get together with her to see her experience with this. Michelle suggested maybe we can pull a list and see what is in there, and get it updated.

Michelle stated that we should send emails out to all our members.

VIII. Other communication channels

Michelle asked if somebody have any ideas for publicizing events, besides using the Mail Chimp. Michelle said that she is trying to put our events in the calendar if is a live speaker she put it in the national calendar.

Kelly suggested if we can get a link in GAO website under training; Michelle will check if is possible.

Michelle also said that she will ask in her manager meetings if we can put our events in the ADOA internal internet (Facebook).

Michelle mentioned that she agrees with Gergana's comment to having a meeting in ADOA, but for her to do that she will need a sponsor.

IX. Other tasks

Michelle will update our website.

ACTION: Michelle suggested that Anthony and Gergana need to get together, and create the sign in sheet for each meeting; Anthony will reach out Gergana and follow up with this.

X. PDT Updates

Purchasing insurance for PDT.

MOTION: Jerry Snyder moved to approve to purchase insurance for PDT for \$184.87 dollars, depends on the discussion with Maricopa Community College. Keith Orr seconded the motion and it passed unanimously.

ACTION: Kim will follow up with Maricopa Community College, and find out if we need to pay for the insurance.

PDT confirm speakers

Becker 30 minutes

ACTION: President/AGA National – may need to pay for travel (Michelle will follow up with this)

ACTION: New Treasurer (Jerry will follow up after election)

ACTION: Henry & Horne Uniform Guidance (Michelle & Gergana will follow up with speakers)

ACTION: Heinfeld & Meech- GASB Updates (Anthony will follow up with speakers)

ACTION: Auditor General - Yellow Book (Keith will follow up with this)

ACTION: Municipal Bond Financing (Jerry will follow up with this)

Local city Panel on economic development

ACTION: Kevin Hartke or other person Chandler (Kim will follow up with speaker)

ACTION: Dan Henderson Town of Gilbert (Anthony will follow up with speaker)

ACTION: City of Scottsdale (Kim will follow up with speaker)

ACTION: Christine Mackay City of Phoenix (Kim will follow up with speaker)

Sponsors: Becker, Henry & Horne (dessert for lunch), Heinfeld and Meech (ice cream social)

Topics we have not used:

TPT – DOR

IT Risks

Risk Management – Ray D

MS Access

Tom Bettlach – AHCCCS

Greg Vokoun

XI. Other agenda items

No other agenda items

XII. Adjourn

The meeting was adjourned at 4:31 p.m.

Respectfully submitted,

Paola Matson