

AGA – Phoenix Chapter  
Board Meeting Minutes  
Tuesday, February 16, 2016  
11:46 a.m. to 1:23 p.m.  
Macayo’s Depot Cantina  
300 S. Ash Avenue Tempe, AZ 85281

Attendees:

Mary Adelman, CGFM	Membership Committee Chair
Josh Consier	President
Leslie De’Reche, CGFM	Treasurer
Michelle Huckabay, CGFM	Newsletter Chair
Gergana Kovatcheva, CGFM	Vice President
Keith Orr, CGFM	Education Committee
Justin Poll, CGFM	Education Committee
Jerry Snyder, CGFM-Retired	Education Committee
Karie Tepper	Webmaster
Brittney Williams, CGFM	Education Committee
Kim Prendergast, CGFM	Secretary/Accountability Chair

Not present:

Yvonne Clark	Program Committee
Elisa Gin	CGFM Chair
Josh Neidigh	Young Professional Chair
John Schutter	Community Services Chair

**I.** President Josh Consier called the meeting to order at 11:46 a.m.

**II.** Approval of minutes (08/04/15)

**MOTION:** Mary Adelman made a motion to approve the minutes for 08/04/15. Karie Tepper seconded the motion and it passed unanimously.

**III.** Approval of Treasurer’s Reports

**ACTION:** Leslie De’Reche will send copies of the July 2015 – present Treasurer Reports for email approval or will bring copies to the next board meeting.

**IV.** Officer Nominations

Officer nominations for the 2016-17 program year include:

Gergana Kovatcheva	President
Michelle Huckabay	President Elect
Josh Neidigh	Treasurer
Kim Prendergast	Secretary

The committee chairs do not need to be elected by the members.

We also need a newsletter chair for the upcoming year, if anyone would like to volunteer.

## V. SLM and National PDT

The SLM will be May 5-7, 2016 in Salt Lake City. RSVP by March 11<sup>th</sup>. Michelle Huckabay is interested in going.

The National PDT will be July 17-20 in Anaheim, CA. Please let Josh Consier know if you are interested in attending.

**MOTION:** Brittney Williams made a motion to purchase a gift to donate at the National PDT not to exceed \$100. Mary Adelman seconded the motion, and it passed unanimously.

**MOTION:** Leslie De'Reche made a motion to donate \$150 for the National PDT. Brittney Williams seconded the motion, and it passed unanimously.

## VI. Scholarship

Gergana Kovatcheva stated that we received one application for the scholarship. Gergana passed out copies of the essay written by Rebeca Gutierrez. Members present agreed to award the \$1,000 scholarship to Rebeca Gutierrez and invite her to an upcoming meeting to receive her check.

## VII. AGA Renewal Fees

**MOTION:** Leslie De'Reche made a motion to pay for any board member's AGA renewal, CGFM fee and chapter fee if not paid by their employer. Brittney Williams seconded the motion, and it passed unanimously.

**ACTION:** If your employer does not pay for your AGA renewal, forward your invoice to Leslie for her to pay Nationals directly.

## VIII. 2016 PDC

Keith Orr will be sending out letters to the speakers in the next few weeks, asking for speakers to confirm their topics and send their bios by the end of February.

Karie Tepper will prepare the brochure by 03/18/16.

Mary Adelman will get the mailing list to Justin Poll to send out notices of the PDC.

Josh Consier will send out electronic CPE certificates to attendees.

Kim Prendergast will prepare nametags.

Leslie De'Reche will prepare registration attendance sheets.

Rather than providing hard copy handouts, we will send a link to the handouts electronically. A link to the handouts will be provided in the brochure.

Evaluations and copies of the brochure will be provided at the conference. Brittney Williams will print the evaluations.

All board member and speaker registration fees will be waived.

Karie Tepper will put the slides on the web site.

A dinner for the AGA National President will be held on Thursday, May 5, 2016 at Z'Tejas off of Mill at 20 W. 6<sup>th</sup> St., in Downtown Tempe near Mill and University. The other speakers scheduled at the PDC will be invited.

Breakfast: Eye Opener breakfast with hard boiled eggs equal to half the registration number (approximately 50 eggs). Bagels sliced in half both ways.

Lunch: Little Italy

Ice cream social will be scheduled in the afternoon. Brittney Williams stated that her firm, Heinfeld Meech & Co., P.C., will sponsor the ice cream social.

**ACTION:** Kim to contact caterer.

**ACTION:** Kim to contact Rio Conference Center to confirm reservation and check on reservation for 2017.

The registration fee will remain the same as last year: \$95 for members and \$150 for non-members.

#### **IX. 2017 PDC**

Possible dates for 2017 include (in order of preference) April 7, March 31, April 21, April 28, May 5.

#### **X. Other items**

The next planning meeting will be held on April 13, after the monthly meeting, at SkySong.

#### **XI. Adjournment**

The meeting was adjourned at 1:23 p.m.

Respectfully submitted,



Kim Prendergast, CGFM, AGA Phoenix Chapter Secretary