



**ASSOCIATION OF GOVERNMENT ACCOUNTANTS
Tallahassee Chapter
Chapter Executive Committee Meeting
October 11, 2016
HSMV, Neil Kirkman Building, Room B-130**

MINUTES

Call to Order – President Steve Burch called the meeting to order at 5:40 pm. The following officers and directors were in attendance:

Chapter Officers:

Steve Burch, President
Alexandra Weimorts, President-Elect
Jim Lewandowski, Secretary
Patrick Cowen, Immediate Past President

Chapter Directors:

Nate Seabrooks
James Maxwell
Sue Graham
Sam McCall
La'Vondria Norton

Officers and Directors not present:

Katie Sanders, Treasurer
Lu'Quanda Colston, Treasurer-Elect
Lemuel Toro
Melinda Miguel
Jose Alfaro, Jr.
Michael White
Ernestine Jackson
Sasa Stefanovic
Kim Mills

Guest: There were no guests at the meeting.

Meeting Quorum – President Steve Burch welcomed the officers and directors to the meeting. The Secretary, Jim Lewandowski, indicated a quorum was present.

Prior Meeting Minutes – Jim Lewandowski presented the final September 13, 2016, minutes to the members seeking additional edits. A motion was made and seconded and all were in favor to approve the September 13, 2016, minutes.

New Business

Gulf Region Conference Call

President Steve Burch provided updates regarding the new venues for webinars and luncheons which are able to accommodate more attendees.

The GTE was briefly discussed in the call. An email was sent to Gulf Region contacts to encourage participation in the event and take full advantage of the scholarships provided through the Tallahassee Chapter, although there have been no responses thus far. The Tallahassee Chapter is looking to other Chapters for assistance with introducing speakers, working registration tables, and preparing information packets.

The Tampa Chapter showed intent to attend the GTE and requested a list of speakers and topics. Jim Maxwell said the list of speakers is being finalized and Patrick Cowen and Steve Burch discussed that a list of speakers and their topics would soon be posted on the Chapter website. There will continue to be GTE discussion in greater detail going forward.

President-elect, Alexandra Weimorts, shared about AGA National's promotion of a food drive for October 1, 2016, through November 18, 2016. The AGA Chapter that collects the most weight of food for the drive will be honored on the National website including a picture. Because of the narrow timeframe to participate, there was discussion on whether sending an email advertisement might assist in promoting the drive. It was decided that the logistics of collecting items from members with such a short turnaround time and the close date of Thanksgiving at Ronald McDonald House and the Christmas event of Elder Elf would dilute resources for those critical community service events in which the membership participates.

CGFM Scholarships

Steve Burch facilitated an initial discussion of retooling the CGFM scholarship process. One consideration is promoting that the Chapter will reimburse the cost of taking all 3 exams (not including re-tests) upon passing the final exam for up to two people. The Board felt that there was good initial discussion on the subject and it will be marked as a future agenda item for further discussion.

Old Business

None

Committee Reports

Chapter Recognition

From 6/1 to 9/30 the Chapter has accumulated 11,854 points. That equates to 47.4% of the program year goal achieved in the first quarter toward Platinum status. Going forward there will be more discussion among members on outreach to promote early career involvement and attaining certification.

Education

La'Vondria Norton suggested a training with subjects of 'How Internal Auditors View Management' and 'How to Hire Good Auditors'. These items will be carried forward to future meeting agendas while the board discusses possible presenters. This could assist with the current need for presenters for the March 2017 luncheon.

Steve Burch stated at the previous luncheon the line was slower than expected for members and guests to get their lunches. Because there is no available space to create two lines, lunch will begin being served at 11:15am instead of 11:30. Also, it was suggested that the next luncheon email contain more guidance on the best parking area in the Turnbull parking deck.

Finance Committee

La'Vondria Norton presented that the accounts are being reconciled through September and will be available soon for review.

GTE (Government Training Event)

Jim Maxwell presented that he is finalizing speakers, content, and timetables for the event. Also, he is working to ensure the correct CPE designations are assigned to each presentation topic. The event email should go out on or near 11/1. Patrick Cowen, Steve Burch, and Jim Maxwell outlined how the registration amount for the GTE would include an early-registration discount. A motion was made that Non-member registration is \$310, but if registered on or before December 31, 2016, the non-member cost is \$285 for a savings of \$25. For members the registration fee is \$235, but with the early-registration discount it comes to only \$210. The motion was seconded and all were in favor to approve.

Patrick Cowen discussed that he is reviewing the contract for a host for the mobile app. It was discussed that app development will likely promote the app to other vendors based on the regional market and could provide for strong exhibitor relationships for future events. The app will provide emails to registrants promoting the GTE. Patrick stated that analytics show that 55-60% of registrants will download the app. It was agreed that the app contract would include language preventing the use of Chapter and registrant information after the event and that no information can be used for anything but promotion of the GTE.

Membership

Sue Graham presented the current member count is up to 307.

Nominations

Steve Burch advised the Board that Lu'Quanda Colston would be stepping down from her post as Treasurer-elect due to scheduling conflicts with family obligations. The nominating committee will convene to review possible nominations for Treasurer-elect for the remainder of the Chapter year.

Records Management

There was no new information available for records management.

No Committee Reports Requested

- Awards
- Bylaws
- CGFM
- Citizen Centric Reporting
- Early Careers / Student Membership
- Newsletter
- Website

Next CEC Meeting

Steve Burch shared that our next Chapter Executive Committee (CEC) meeting is scheduled for November 7, 2016.

Adjournment

There being no further business before the CEC, the meeting was adjourned at 7:05 pm.

Respectfully submitted,

Jim Lewandowski

Jim Lewandowski
Secretary