



**ASSOCIATION OF GOVERNMENT ACCOUNTANTS**

**Tallahassee Chapter**

**Tuesday, January 16, 2018 - 5:30PM**

**Chapter Executive Committee Meeting**

**DHSMV, Kirkman Building Training Room B203, 2900 Apalachee Parkway**

**MINUTES**

**Call to Order** – President Alexandra Weimorts called the meeting to order at 5:55pm. The following officers and directors were in attendance:

Chapter Officers:

Alexandra Weimorts, President  
Steve Burch, Immediate Past President  
Denison Graham, Treasurer-elect  
Jamaal Dickens, Secretary

Chapter Directors:

LaVondria Norton  
Nate Seabrooks  
Jim Maxwell  
Justin Evans  
Ernestine Jackson  
Jose Alfaro

Officers and Directors not present:

Jim Lewandowski, President-elect  
Angie Robertson  
Melinda Miguel  
Sasa Stefanovic  
Kim Mills  
Patrick Cowen  
Sue Graham  
Sam McCall  
Antonio Murphy, Treasurer

**Meeting Called to Order** - President Alexandra Weimorts welcomed the officers and directors to the meeting.

**Meeting Quorum** – Secretary Jamaal Dickens indicated a quorum was present.

**Prior Meeting Minutes** – December 2017 CEC minutes were presented to the Board. A motion was carried and seconded to adopt.

## **New Business**

### ProPay Renewal

CEC discussed whether the Tallahassee Chapter should or should not renew the ProPay account. President Weimorts mentioned Chapter Treasurer Antonio Murphy confirmed renewal for CEC was within budget, will be taken from ProPay Fee line item, and ProPay licensure/transaction fees should be \$50. Immediate Past President Steve Burch raised the idea to proceed in renewing the ProPay account for 12 months, since current subscription expires on January 30, 2018, but the CEC should also consider other avenues besides ProPay.

### Changing the CEC Meeting Date

CEC discussed possibilities of a new meeting day/date. President Weimorts mentioned she's open to moving the meeting date to the 3<sup>rd</sup> Tuesday in each month, but the CEC decided to continue meeting on the 2<sup>nd</sup> Tuesday in February.

### IRS Filing Status

501(c)(3) Status – Treasurer-elect Denison Graham confirmed she prepared 990 return using various E-file providers/software and determined that a fillable PDF form was the better option. Further, Graham confirmed she didn't need a CEC date of establishment to prepare return and discussed pursuing preparation of IRS Form 1099 for various vendors. Graham asked for volunteers from the CEC to review return preparation, as return is due February 15, 2018. President Weimorts and Past President Steve Burch graciously agreed to review IRS documents. Discussion ensued on IRS 501(c)(3) recognition. Bylaws Chair Justin Evans confirmed Chapter founding date of March 24, 2001. President Weimorts confirmed from the AGA Bylaws' Chapter Resources that the tax determination for 501(c)(3) status is April 25, 1983. Board Member Jim Maxwell shared he will use this information to send a Determination Form to IRS to confirm date of initial 501(c)(3) status and stated the Tallahassee Chapter may need to renew this status. Bylaws Chair Justin Evans mentioned he's preparing the Tallahassee Chapter CEC's Articles of Organization form and stated he needs information from various CEC Officers and official corporate name. Member Jim Maxwell alerted that he recently received another notice from the IRS, which contained another interest penalty. CEC will look further into this.

## **Old Business**

### GTE Key Note Speaker Status

In Member Sam McCall's absence, President Weimorts confirmed GTE keynote speaker has not been confirmed. Confirmation to come over the next couple of weeks.

## **Committee Reports**

### Annual GTE

Member Jim Maxwell presented various GTE aspects to the CEC - Venue, Catering, Hotel Bookings, GTE App, Speaker/Chapter Leadership Dinner, Speaker Reimbursement, GTE Package Preparation Meeting, Past Exhibitors, and Membership Vouchers. Maxwell also suggested CEC sends one more GTE marketing invitation, once registrant count reaches 300 registrants, then extend GTE registration for one week.

### Student Membership

Early Career Chair LaVondria Norton shared that she hasn't received any Tallahassee AGA scholarship applications. President Weimorts suggested updating the Chapter website to reflect scholarship due date for the end of May and present at June Luncheon. Website Chair Steve Burch will update website.

### Chapter Recognition Program

President Weimorts reported that President-elect Jim Lewandowski submitted for Chapter recognition and the Tallahassee AGA Chapter has achieved Platinum status.

### Community Service

Chair Ernestine Jackson reported we collected Elder Services' \$558.45 donation and delivered to the Elder Elfs program back in December 2017. She also reported that we are currently awaiting a date from the Ronald McDonald House for the Tallahassee AGA Chapter to donate towards meals to residents of the RM House. Conversation ensued about possible ways to raise money for community service donations.

### Education

President Weimorts reported that she received a call from Treasurer-elect Denison Graham's contact, Mrs. Ray at FSU, but hasn't had the moment to return her call. Weimorts will make outreach with Mrs. Ray to determine future speaking engagements to AGA members. No other report.

### Finance Committee

President Weimorts reported in Finance Committee's absence, that everyone received the Google Docs containing all financials, including Budgeted vs. Actual, Chapter Bank Statements, Statement of Activities, and other financial reports through December 2017. Finance Chair Angie Robertson was able to reconcile financials through December 2017. President Weimorts asked if anyone had questions on the financials; hearing none, the financials were accepted as presented. Weimorts also reminded the CEC that Google Docs would remain the method to send the financials to everyone going forward.

### Membership

No report

### Website

Website Chair and Immediate Past President Steve Burch informed Secretary Jamaal Dickens to send the "Register Now" URL link to him when building an event in Constant Contact, to ensure this information is posted to the AGA Tallahassee Chapter website.

### **No Committee Reports Requested**

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

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- Nominations
- Records Management

**Next CEC Meeting**

President Weimorts indicated that our next CEC Packing Party, which will include a portion for GTE updates, is scheduled for February 6, 2018, and the next CEC Meeting will be held on February 13, 2018.

**Adjournment**

There being no further business before the CEC, the meeting was adjourned at 7:23 pm.

Respectfully submitted,

*Jamaal R. Dickens*

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Secretary