

## April 2008 CEC Minutes

*Submitted by Jennifer Lewis, Community Service Co-Chair (filling in for Jennifer McClendon, Chapter Secretary)*

The Nashville Chapter Executive Committee met on March 31, 2008, in Conference Room A on the 14<sup>th</sup> floor of the William R. Snodgrass Tennessee Tower. Chapter Executive Committee (CEC) members present were Angela McElrath-Prosser, Michelle Earhart, Mary Anne Queen, Beth Pugh, Hellens Kruszynski, Robbie Hunter, Kathy Anderson, Ed Burr, Gerry Boaz, and Terry Mason. Committee leaders present were Jennifer Lewis, Karen Hale, Scarlet Sneed, and Suzanne Sawyers. Ann Collett, Chapter President, called the meeting to order at 11:25 A.M.

Ann welcomed everyone, and Michelle Earhart introduced Sharon Barnard, the Early Career guest.

Ann reviewed the number of voting CEC members and indicated there was a quorum. Quorum for the CEC is 8 members.

Ann indicated that the Secretary, Jennifer McClendon, was out and asked if anyone would volunteer to record the minutes. Jennifer Lewis recorded the minutes for the April CEC meeting. Ann also deferred the motion to pass the 3/3 CEC meeting minutes until a later date or for vote via email due to the Secretary being out sick and the minutes not being available.

**Treasurer-** Terry Mason, Chapter Treasurer, reported that the chapter received the refund from the TSCPA for the winter seminar ethics speaker. She will email the final numbers for the March financials at the end of the week. Terry also reported that the Education Committee needed a budget amendment because they are over their budget by greater than 10%. Ed Burr moved to make the amendment to their budget to bring it to \$19,500. Kathy Anderson seconded it. The motion was passed. Also, the 6 month CD auto renewed at Regions Bank for the best available rate of 3.44%.

**Early Career Committee-** Michelle Earhart, Early Career co-chair, reported that 47 students have registered and there are 10 participating agencies for Thursday's Career Fair. She expects to have a few late registrations before Thursday. This year the Nashville Chapter will be giving away two free student memberships in addition to the other (5) \$100.00 scholarships. Scarlet Sneed, Awards Co-Chair, said that she would bring scholarship applications to the fair. Ann will host the AGA table, and Gerry Boaz and Ron Queen will host the CGFM table. Michelle also stated that she has the information for the next national student case challenge to distribute to the students. The chapter is making a donation to the Nashville Library of \$100.00 for use of the conference room. Michelle noted that Early Career Committee will be over budget after the Career Fair, but it will be less than 10%, so no amendment is needed. The social on March 13 at the Sports Page was a success with about 20 Early Career and new members

in attendance. Ann reported that Charles Harrison, Melinda Parton and Richard Norment attended and helped sponsor the event.

**Program Committee-** Robbie Hunter, Program Committee co-chair, that we are set for Thursday. Linda Biek from NASBA will be speaking on “Emerging Issues for CPAs.” This will be worth one hour of CPE. Robbie reported that she is on Federal jury duty, so there needs to be a back up for introducing Ms. Biek. Gerry Boaz volunteered to fill in if needed. Robbie also reported that AGA Day at the Nashville Zoo will be May 3<sup>rd</sup>. Twenty people must be interested in order to receive discounted tickets. Tentative deadline for registration is April 21<sup>st</sup>.

**Community Service Committee-** Jennifer Lewis, Community Service co-chair, reported that the local Habitat for Humanity build is this Saturday. The Community Service Committee Award application was completed and emailed to Teresa Kennedy, Scarlet Sneed, and Ann Collett. Community Service is still accepting volunteers for the Country Music Marathon on April 26<sup>th</sup>. Interested individuals need to contact Jennifer McClendon. Ann mentioned that if enough members were interested, we might consider manning a water station in the future.

**Finance Committee-** Angela McElrath-Prosser, Finance Committee co-chair, reported that they still needed one more volunteer to help Pat Finney collect the luncheon receipts. Terry suggested that the volunteer be experienced because Pat has not taken up the money before. Terry also reiterated that both volunteers have to stay together until the reconciliation is complete. Angela volunteered to be the second person accepting payments on Thursday. Angela mentioned that the Record Retention Policy is still in draft format. She handed out copies. This may have to be carried forward to the next year. In addition, the Finance Policy is still being tweaked. We will try to get that one passed by the end of the year.

**CGFM Committee-** Gerry Boaz, CGFM co-chair, reported that AGA National is once again offering a two-day intensive review course at the PDC in Atlanta. The cost of the course is only \$249.00 with the actual CGFM test being given at no cost for participants. He stressed this was a really great opportunity especially since the PDC is being within driving distance from Nashville. Both the CGFM Regional Coordinator award nomination and the CGFM Committee award nomination have been drafted and are in the review stage. Gerry was elected to the Professional Certification Board for a three year term that begins on July 1, 2008. His first meeting will be at the PDC in Atlanta. Gerry also thanked Karen Hale for making sure the CGFM Proclamation Letters got to the Legislature. The Exam 3 directed study sessions are still being conducted. The formal Exam 3 training will be in May 2008.

**Meetings and Attendance Committee-** Suzanne Sawyers, Meetings and Attendance co-chair, reported that as of early this morning, 53 people were signed up for Thursday’s luncheon.

**Public Relations and Newsletter-** Karen Hale, Public Relations and Newsletter Committee co-chair, reported 9 out of 13 press releases submitted have been published. The announcement concerning CGFM month has not been published, but she is still watching for it.

Karen Hale reported that the deadline for next month's newsletter is April 10. She mentioned that some people have not sent her their spotlight information. She also requested an ad hoc committee to review the newsletter articles for the newsletter award. Hellens Kruszynski, Kathy Anderson, and Gerry Boaz volunteered to be on the committee. Ann mentioned that National was asking for chapter's September, January, and February newsletters for awards purposes (they will decide which month will actually be reviewed after submission). Robbie added that Linda Biek, April speaker, had commented on the Nashville Chapter's newsletter. She also mentioned that she will be emailing the mayor a copy since his picture will be in this edition.

**Membership Committee-** Ed Burr, Membership Committee co-chair, reported that we have 39 new members for the program year. We need two more to meet our goal. In addition, we have met our retention goal by 101%. He also reminded the CEC that today was the last day to pay your membership dues and be eligible for the \$50 drawing and the \$45 due reimbursement.

**Awards Committee-** Scarlet Sneed, Awards Committee co-chair, reported that the committee co-chairs had received the awards applications from CGFM, Community Service, and Education. She also noted that Dianne McKay was completing an application nominating Michelle Earhart for the Emerging Leaders Award. As of today, 22 members had 30+ points to qualify for membership due reimbursement. Twenty-one of the 22 had taken advantage of the incentive as of today.

**Education Committee-** There was no one representing the Education Committee at the meeting. Ann did mention that an audio conference had been held, but she had not received any final numbers.

**Internet Committee-** There was no one representing the Internet Committee at the meeting. Ann noted that National will be reviewing our website the week of 4/21, so committees need to review the site and see if there is anything that needs updating, added or taken off.

**President Elect-** Kathy Anderson, President Elect, reported that the overall chapter points looked great. She has also started talking to individuals concerning next year's committee chair positions.

**30<sup>th</sup> Anniversary Gala-**Deborah Loveless, Gala Committee Chair, reported that the Gala would be held on Friday, May 9<sup>th</sup> at the Musician's Hall of Fame. Terrace Catering will be provided the food, and since they are an approved Hall of Fame vendor, all fees have been waived. The target attendance for the Gala is 125. The program for the night is still being discussed with two of the possibilities being a speaker or a DJ. The committee's

goal is to keep the charge around \$15 per person. Approximately six donors have been contacted about sponsoring the Gala. In return for sponsorship, sponsors will receive an ad in the printed Gala program.

**President's Report**-Ann reminded everyone that this Thursday's luncheon will be a "mixer." However, guests will be able to sit with the member who brought them. The head table will consist of Linda Biek, speaker, Ann Collett, Robbie Hunter, and Ann's guest. The remaining seats will be seated at random like the rest of the room. The committee appreciation lunch will be April 21<sup>st</sup> at the Spaghetti Factory. A hotel scholarship to the National PDC will be awarded to a committee member through a drawing.

### **Other Business**

*National Habitat Project*-Deborah Loveless reported that AGA National is stressing participation in the National Habitat for Humanity Build in New Orleans April 25-May 4.

*Ethics Update*-Gerry Boaz reported that he had talked to Greg Cothron, State Audit Staff Attorney, about the ethics opinion. In order for the ethics opinion to be official, at least 4 officials have to vote "yes". In our case, we only had 3 officials vote "yes", so our opinion is not official. One solution would be to have the ethics commission revisit our opinion and split it out to where at least four members were in favor. Gerry will give the CEC an update when one is available.

*Sectional Leadership Meeting*-The Sectional Leadership Meeting will be held in Baltimore June 6-7. Ann reported that we have not gotten the official invitation from National about making arrangements for this.

Ann reported that this was the last official CEC meeting for this program year. Any business that needs to be discussed will be handled through email if possible. If needed, we can conduct some business at the committee appreciation luncheon. The meeting adjourned at 12:25 P.M.