

## **AGA Chapter Executive Committee Meeting Minutes August 5, 2010**

*Submitted by Debra Bloomingburg, Secretary*

The Chapter Executive Committee for the Nashville Chapter met on August 5, 2010, in the conference room on the 7th floor of the Andrew Jackson Building.

Chapter Executive Committee (CEC) members present: Melvin Jones, Jr., President; Shirley Henry, President-Elect; Karen Hale, Immediate Past President; Debra Bloomingburg, Secretary; Scarlet Sneed, Treasurer; Keevia Battle; Hank Clay; Cynthia Setters; Corey Tester; Rhonda Williams; Eugene Hampton; and Jane Lacy. Committee leaders present: Nathan Abbott, Gerry Boaz, Tammy Fruscione, Chuck Holland, Sandra Patterson, Ron Queen, and Tammy Thompson.

Melvin called the meeting to order at 11:43 and distributed the agenda.

### **Approval of the Prior Minutes**

Shirley Henry made a motion to approve the July 12, 2010, CEC meeting minutes, and Keevia Battle seconded the motion; the minutes were approved.

### **Reports**

#### **Immediate Past President**

Karen Hale reported that she is working on establishing an accountability coordinator position. The person who serves in this position will be responsible for marketing AGA and getting the word out to others in hopes of getting other areas involved. Ideas include educating “senior” management in the departments about the benefits of AGA; and reaching out to federal, municipal, and county government employees as well as non-profits, colleges, and universities to encourage participation.

#### **President-Elect**

Shirley Henry reported that she e-mailed information to the CEC members regarding the recognition program. The chapter has earned a little more than 2,000 points so far this year.

Shirley pointed out that points can be earned for any communications with other AGA chapters, Regional Vice Presidents, Senior Vice Presidents, or the National Office. She encouraged us to let her know of any such communications.

#### **Secretary**

Debra Bloomingburg requested that the committee reports for each CEC meeting be e-mailed to her before the meeting so she can compile the information and get it out to CEC members prior to the meeting.

### **Treasurer**

Scarlet Sneed reported that the deadline for committee budgets is August 27, 2010. She also handed out an unaudited Statement of Activities for the previous year so committee chairs could see the previous budget.

Scarlet also handed out a copy of a Request for Payment (RFP) that CEC members will need to use to request payment or reimbursement of expenses. She asked that she be given at least 48 hours lead time for any checks.

Melvin mentioned that the committee needs to discuss what action to take when our investments mature.

### **Awards Committee**

Rhonda Williams e-mailed the point structure through Melvin Jones to all CEC members shortly before the meeting started.

The point structure was discussed. Tammy Fruscione stated that only monetary donations will be accepted for the Make-a-Wish Foundation. We will not be participating in an event. Also, points can be earned by volunteering to help with one of the walks. Cynthia Setters made a motion to approve the point structure contingent on corrections being made regarding the Make – a – Wish Foundation and the walks. Corey Tester seconded the motion, and the point structure was approved contingent on the corrections being made.

Rhonda also reported the awards committee was interested in awarding a 3<sup>rd</sup> scholarship as done during the 2009-2010 year. This topic was put on the agenda for the August 18, 2010, meeting.

Melvin mentioned that he would like for the CEC to consider the possibility of an awards dinner; possibly a formal affair.

### **CGFM Committee**

Ron Queen reported that the CGFM committee will be encouraging members to sit for the CGFM exam. They will provide a CGFM review class, and ensure CGFM related CPE is offered for all CGFMs.

### **Community Service Committee**

Tammy Fruscione reported that the community service plan includes 13 one-time events and 2 on-going events. The events are:

September 2010-May 2011	Pencil Foundation (Alex Green Elementary School)
September 2010-May 2011	Second Harvest Food Bank
September 25, 2010	Alzheimer – Memory Walk
October 30, 2010	Breast Cancer Walk
October 2010	Hat, Coat, Gloves Drive
November 2010	Diabetes Walk at Nashville Zoo
November/December 2010	Little Soldiers
December 2010	Channel 8 Membership Drive

December 2010	Light up the Lake Parade
January 2011	Nashville Union Rescue Mission
February - April 2011	Volunteer Income Tax Assistance (VITA)
February 2011	The Elephant Sanctuary
March 2011	Make-a-Wish Foundation
April 2011	Country Music Marathon
Spring 2011	Habitat for Humanity

Tammy mentioned that she hoped to have a representative from each organization come speak at one of the monthly chapter meetings.

### **Corporate Sponsor Committee**

Gerry Boaz reported that he and Corey Tester were working together to get corporate sponsors for the winter seminar. They are contacting sponsors from previous AGA related functions including the Regional PDC and hope to have commitments finalized in November 2010.

### **Early Careers Committee**

Melvin reported that the early careers committee had already held some events including a lunch gathering on August 5, 2010. He also reported that we have 13 early career and 2 student members.

The committee discussed the possibility of establishing a social networking account such as Facebook or Twitter. No decision has been made as to which account or accounts to establish or when.

Melvin stated that he plans on sending a letter to all early career and new members.

Hank Clay joined the CEC meeting after the August 5 Early Careers luncheon and said they had 5 people at the luncheon. Two of the people attending were prospective members.

### **Education Committee**

Corey Tester reported that audio conference schedule is on the chapter's website. He also stated that the committee is planning 2 CPE breakfast events (fall and spring), the winter seminar, and possibly an additional ½ or 1 day of training.

Gerry Boaz suggested the possibility of adding additional training around the audio conferences.

### **Finance/History Committee**

Keevia Battle asked that all committee chairs submit to her a list of committee members.

### **Meetings and Attendance Committee**

Tammy Thompson reported that the committee is looking into the possibility of different venues for the May awards ceremony and the committee member recognition lunch.

Tammy also mentioned that the committee was proposing that 2 drawings for a free meal be done each month rather than the \$25 door prize. The CEC members discussed this idea, and

most agreed that the money drawing is a bigger draw for them and probably so for other members. A proposal was made for the meetings and attendance committee to add 2 drawings for a free lunch in addition to the \$25 door prize for the December meeting. Since this would affect the meetings and attendance committee's budget, no action was taken. Any action will occur during the budget approval.

### **Membership Committee**

Eugene Hampton reported that the National office has announced their "What Drives You" Member-Get-A-Member Campaign. He and Melvin encouraged every member of the CEC to recruit at least one new member.

*I had to leave for another meeting, and Shirley Henry graciously agreed to take minutes for the rest of the meeting. Thank you, Shirley.*

### **Newsletter**

Sandra Patterson stated that she is planning to publish a "special edition" newsletter by the end of the month to recognize all of the award winners from the May luncheon.

She also said that she is planning to have the deadline for each month's newsletter to be the Monday following the luncheon meeting, with anticipated release of each newsletter by the middle of the month. However, September's deadline will be Tuesday, September 7, due to the Labor Day holiday.

In lieu of the traditional monetary awards for newsletter articles, Sandra proposed presenting a plaque or some other kind of award. That can be considered in preparing the budget.

Gerry Boaz proposed including a summary of the luncheon speaker's presentation in the next newsletter so members could see what they missed by not attending the meeting. He also suggested including articles from national and other chapters.

Corey Tester proposed including CEC member profiles in the newsletters, which had been done in some previous years.

### **Program Committee**

Chuck Holland reported that the committee has arranged for the speakers for September (Commissioner Dave Goetz, Department of Finance and Administration), October (Joe Fisher, Vanderbilt Commodores), and November (Special Agent Lynn Bracy, Office of Inspector General, U.S. Department of Agriculture).

Melvin Jones, Jr. reported that we would be having joint meetings with the National Association of Black Accountants and the Association of Certified Fraud Examiners.

### **Public Relations Committee**

Karen Hale reported that she has sent out two press releases but neither has been published.

**Website Committee**

Nathan Abbott directed that any updates for the website be sent to him or Dan Willis.

Melvin asked everyone to look at the information on the website related to their areas and provide updates as needed.

The next meeting was scheduled for August 18, 2010, and the meeting was adjourned at 1:05 p.m.