

September 2, 2008 Minutes

Submitted by Amy Czerwinski, Chapter Secretary

The Nashville Chapter's Executive Committee met on September 2, 2008, in the large Conference Room on the 15th floor of the James K. Polk Building. Kathy Anderson, Chapter President called the meeting to order at 11:25 a.m. Chapter Executive Committee (CEC) members present were Ed Burr, Ann Collett, Amy Czerwinski, Michelle Earhart, Pat Finney, Melvin Jones, Teresa Kennedy, Rusty Lacy, Jennifer Lewis, Beth Pugh, Suzanne Sawyers, and Chas Taplin. Committee leaders present were Gerry Boaz, Hellens Kruszynski, Robyn Probus and Rhonda Williams.

Approval of Minutes

Kathy Anderson asked for approval of the July and August 2008 minutes and Teresa Kennedy motioned and Michelle Earhart seconded the motion

Budget

The proposed budget was distributed and discussed. Kathy stated that she spent a lot of time getting comfortable with the budget because of the history that the organization was funded by PDC revenues for three years. However, after review of recent history of the association, the more she realized that was not the case anymore. The local education events are strong and have been funding yearly expenditures which are recurring funds. In addition, we only broke even for the PDC revenue 3 years ago. We tend to under budget our revenues each year and collect over budget to be conservative. Therefore, the proposed budget is approved by Kathy with budgeted revenues as \$132,975 and expenses of 133,646 with a budgeted change in net assets as (671.00).

CEC Report

Past President

Immediate Past-President, Ann Collet, reported that the chapter evaluation is in process. Jeff Hughes is performing this evaluation. Gerry asked if this year's history report and annual report were going to be combined and Ann said not this year.

President-Elect

President elect, Melvin Jones, reported that he is working on the points, updating the strategic plan and reminded all to get their strategic plan updates to him.

Treasurer

Treasurer, Chas Taplin, reported that net assets are over \$45,000. Chas requested approval of the budget and Teresa Kennedy motioned and Michelle Earhart seconded.

Education

Education Chair, Rusty Lacy, handed education program list for each training event. He is still waiting on information from UTC on how many people are attending the Dennis Dycus web cast at Belmont.

Our first audio conference is September 10. Suzanne Smotherman is the coordinator. This audio conference is on Fraud Prevention and Detection.

The Fall Seminar has been scheduled for October 16. It will be held in the Tennessee Room of the Snodgrass TN Tower. Emphasis will be on accounting.

Kathy suggested using email for additional advertising for training events. Michelle asked what the results from the education survey were on attendance and Rusty remembered the survey had favorable attendance.

Early Careers

Early Careers Chair, Robyn Probus reported that a survey was sent to all Early Career members asking for input on social events and the deadline is September 5, 2008.

We are also looking into developing either a myspace or facebook page to help promote social events. We included a question on our survey inquiring whether the members have a myspace or facebook page or if they use another social networking site to help us determine the best outlet to promote networking among our EC members.

Membership

Membership Co-Chair, Ed Burr reported beginning membership for the Nashville Chapter was 401, added 3 new, 2 reinstated, 45 suspended, 1 transfer creating an ending balance of 360 members as of 8/11/2008. Our goal is 40 new members and the base growth goal is for 421 members which equates to 61 new members. Kathy asked Ed to give a membership announcement at Thursday Chapter meeting.

Program

Program Co-Chairs, Hellens Kruszynski and Michelle Earhart distributed a summary of the survey results. Based on the survey, they decided on two new informal socials in addition to the one formal. Discussion was held on a budget increase for the two informal socials as either \$1,000 or \$750. A motion was given by Amy Czerwinski to increase the program budget by \$750 and Melvin Jones seconded the motion. (This item was discussed and approved during budget discussion/approval).

The committee is working/inquiring on booking our annual formal social at TPAC since this was the first choice among survey responses. The Jersey Boys show will not offer a discount or a reception area for AGA due to the popularity of the show. Therefore, the committee is looking at 3 other shows.

John Morgan will be speaking at Thurs. Sept. 4th luncheon and we will be working on getting the information for October's speaker, Commissioner Fyke, to put into the newsletter. Melinda Parton will introduce Mr. Morgan. No CPE was confirmed by Mr. Morgan's office as of 8/27. If any last minute changes occur, related committees will be promptly notified.

The program committee provided to the CEC meeting attendees the updated luncheon schedule. It is finalized except for a final e-mail confirmation from Vice Mayor for the April luncheon which her assistant has already said should be able to make it.

Any value added suggestions regarding the program, social, informal socials from CEC will be appreciated. The committee has been working with Mr. Harrison to ensure technical and general quality to the 2008-2009 program.

Finance

Finance Chair, Patricia Finney reported that she is going to re-schedule a meeting for Record Retention Policy sometime in September. Pat and Angela will collect the money at Thursday's meeting. Gerry will do the IRS long form for next year.

CGFM

CGFM Co-Chair, Jerry Boaz reported:

CGFM Examinations Update Completed
To ensure the CGFM designation remains the first-rate certification and reflects the current government financial management profession, the CGFM Program just completed a comprehensive update of all three CGFM Examinations, including a Job Analysis study of the role of the Certified Government Financial Manager. The new CGFM Examinations went live on Aug. 15. See the [CGFM Examinations Update page](#) for more information.

CGFM Chapter Promotion
Need an extra incentive to encourage people in your chapter to apply for the CGFM Program? Here it is! From Sept. 1 until Nov. 30, National AGA will give a rebate of \$20 for CGFM applications received with the assistance of AGA chapters. [Click here](#) for additional information.

Members Who Have Passed the CGFM Exams This Program Year

1. Jim Woods	2. Anne Henson
3. Dick Phebus	4. Ralph Cross

In addition, Mellissa Layhou recently passed the CGFM.

CGFM Governmental Environment Training Seminar

The CGFM Committee is excited to announce that the CGFM Exam 1 Training session will be held on September 29, 2008, from 8:00-4:30 in the 16th Floor Training Room of the James K. Polk Building. The objective of the training is to provide essential training for those individuals who plan to sit for the CGFM exams with the goal of becoming certified. Please email [Gerry Boaz](mailto:Gerry.Boaz@aga.org) or Nichole Curtiss **by September 19** regarding your interest in this FREE training. Eight hours of CPE will be awarded. Depending on the amount of interest, the location may need to be moved; however, any change of venue will be conveyed to you in a timely manner. The training session will be based on AGA's Exam 1 study guide. Spread the word to your non-AGA member colleagues to get them involved in AGA and this great opportunity.

Directed Study Sessions Schedule

The Nashville AGA Chapter CGFM Committee will offer (free of charge) the opportunity to prepare for the CGFM exam through Directed Study. This is the year you should show your excellence by achieving the CGFM. Directed Study consists of one-hour classes held over a period of eight to ten weeks. Participants are required to have a copy of the appropriate CGFM study guide for each Directed Study Session. Each 8-10 week session will cover one exam. Participants are asked to commit to taking the session's exam at the conclusion of the formal training class. Participants are also asked to read and review the class's material prior to each session. You do not have to be an AGA member to attend these sessions and training classes. The exam 2 sessions will begin in October 2008 in the James K. Polk Building. A schedule of classes will be posted on the Chapter website in September.

CGFM Exam Subsidy Drawing

The CGFM Committee has decided once again to offer subsidies to three lucky winners to pay the cost of the three required examinations, a total value of \$327. The three winners have until September 30, 2009 to document that they have paid for the three exams to receive the subsidy. The subsidy drawing will be held at the November 6, 2008, meeting. AGA members interested in sitting for the exams should contact Gerry Boaz or Nichole Curtiss by October 31 if they want to be included in the drawing.

Awards

Awards, Co-Chair, Teresa Kennedy, handed out a proposed point policy. Ann suggested creating a purpose statement for the policy. Michelle suggested to advertise the points better. Kathy asked to have the points structure added to the projector for the Chapter meetings and place on the website in an easier to find location.

The point policy and the proposed point structure for 2008-2009 was voted on the motion was from Teresa Kennedy and seconded by Ed Burr.

The deadline for submission of nominations for AGA's state and local government leadership awards is October 24, 2008. The committee is asking that we receive all nominations on or before October 19. We will be promoting these heavily this month. We highly encourage CEC members to make nominations.

We will be recognizing Stephanie Gordon and Christina Winch at our September luncheon as the scholarship recipients for our 2007-2008 program year. Kathy asked about photography and Rhonda will bring a camera.

We are making some adjustments related to the points and number of entries for the PDC drawing. These changes will appear in the newsletter and our chapter website.

Community Service

Community Service Co-Chair, Beth Pugh and Suzanne Sawyers reported upcoming projects as:

- a. August 2008 – Collection of supplies for Project Pencil at Alex Green
It is still in progress until October
- b. September 2008 – Collection of canned goods for Second Harvest Food Bank
Patrick Cooper has sent out an email about collecting canned foods at the meetings. He's already received some items.
- c. September 27, 2008 – Hands on Nashville (HON) Day. Alex Green will not be participating in HON Day this year. McGavock elementary was selected for this event and AGA will be painting. We are asking for sign-ups and to pay a \$25 registration fee which will provide you with a tee-shirt and a party after the event.

The walks will be posted on the website and we need volunteers to handout goodie bags

Meetings and Attendance

Kathy reported 100 have signed up for Thursday's meeting.

Newsletter

Newsletter Editor, Rhonda Williams, stated the deadline for the August was late. The goal is to post by the 15th of the month. All member profiles for the program year are scheduled.

Kathy Anderson adjourned the meeting at 12:45 p.m.