

MINUTES
AGA Chapter Executive Committee
October 30, 2019

Submitted by Melissa Boaz, One Year Director

The Chapter Executive Committee for the Nashville chapter met on Wednesday, October 30, 2019, on the 3rd floor of the Cordell Hull State Office Building.

Present: Jennifer Garoutte, President; Michael Winston, Past-President; Nichole Crittenden, Treasurer; Gerry Boaz, Accountability and Outreach Chair; Maria McCormick, Awards Co-Chair; Mary Anne Queen, Awards Co-Chair; Melissa Boaz, One Year Director; Drew Sadler, CGFM Chair; Angela McElrath-Prosser, Community Service Chair; Terry Burr, Education Co-Chair; Melissa Lahue, Education Co-Chair; Chase Tramel, Corporate Sponsorship Chair; Bridget Carver, Membership Chair; Pamela Marks (Telephone), Program Chair; and Nathan Abbott, Website Chair.

Call to Order

Jennifer Garoutte called the meeting to order at 11:25 a.m. A quorum was present.

Minutes

Jennifer asked if there were any changes to the October 2, 2019, CEC minutes. The minutes had not yet been sent out to the committee, so the committee agreed to table the approval until the next committee meeting.

President's Report

Jennifer noted that in the absence of Secretary Donna Jewell, Nichole Crittenden was taking attendance, and Melissa Boaz had agreed to take the minutes.

Past President's Report

Michael had nothing to report.

President-Elect's Report

Rachelle had nothing to report.

National Council of Chapters Representative

Penny had nothing to report.

Treasurer's Report

Nichole sent the financial statements this morning prior to the meeting. She reported that we received \$510 from Legends for concessions at the Titans game. Chase noted that the amount was cut because we didn't meet the minimum of 12 people.

Secretary

Donna had nothing to report.

Accountability and Outreach

Gerry had nothing to report.

Awards Committee

Mary Anne and Maria reported the following:

- NLT award nominations are due Nov. 30. We are again nominating Jan Sylvis for the Excellence in Government award. The application has a new question for a biographical sketch; this is not scored but supports other sections. Jan will supply the bio, but someone from the committee needs to review it. Jennifer agreed to perform the review.
- Scholarships—Mary Anne and Maria are doing fall outreach to schools. Please let them know if anyone has a contact in secondary or higher education. Mary Anne also noted that Lipscomb University lost a \$1,000 scholarship check from last chapter year, so the check was reissued, and the amount will be taken from this year's budget.
- Retiree awards—consider giving certificates to retirees as a general policy. Something more could be given on a case by case basis for chapter leaders. The chapter will need procedures in writing for this. Drew, Michael, Mary Anne, and Jennifer will work with Melissa B. to develop a policy.

Bylaws/Procedures

Melissa B. had nothing to report.

CGFM Committee

Drew reported that there are three signed training contracts for the spring CGFM review course, all from the comptroller's office. He will invoice the office for all three at one time. There are also three people who have paid for the course. He also reported that Sonja Yarbrough passed the CGFM, and she will be recognized at a future luncheon.

Communication

Britt needs newsletter items by November 15, and she also needs to know about any items that need to continue to be in the newsletter. Her email is britt.wood@comcast.net .

Community Service Committee

Angela reported the following:

- 9 people participated in serving dinner on October 29 at the Nashville Rescue Mission's men's campus. Keevia headed up this project.

- The Coats/Hats/Gloves/Socks/Underwear Drive will be underway in November. Scarlet is heading up this project. Items can be dropped off at the box locations or at the December luncheon. There will also be flyers on the table at the November luncheon.
- Suggestions for December's project include sponsoring angels from the Angel Tree and sorting at the Angel Tree warehouse.

Early Careers

Lori Ann had nothing to report.

Education

Terry and Melissa L. had nothing to report.

Finance

Alex reported that the chapter's tax return will be completed by November 15. Alex will be collecting money at the November luncheon. He reported that the sponsorship check from Becker was lost in the mail, which raises a general concern about not getting mail after the incident with the post office returning the chapter's box of checks. Jennifer, Nichole, and Chase will look into this.

Fundraising/Corporate Sponsorship

Chase reported that we had 7 people signed up for the Titans game on November 10. Legends needs the list by November 7. He explained that for the last Titans game, we would have received 9% of the \$11,284 of concessions that we sold, but we only got half because we had 6 people instead of 12. The minimum guarantee is \$510. The next game will be November 10 against the Chiefs.

Meetings and Attendance

Bridget reported that we have 49 people signed up for the November luncheon. For the October luncheon, we had 69 reservations with 6 no-shows and one mistake on the count for a total of 62 in attendance. Michael noted that one of the no-shows was the speaker's guest, who had to suddenly go out of town the day of the luncheon. Bridget reported that according to Scarlet, two of the no-shows were first-time guests. One has signed up again for December as a first-time guest. Bridget looked at the first-time guest list, which goes back to at least 2010, and we have had people who signed up more than once as first-time guests. She noted that the policy says a person can be a first-time guest only once, and the committee agreed that it didn't matter how far back the person attended. The other three no-shows were chapter members, and Nichole reported that all three of them have paid their balance due.

Membership Committee

Bridget reported that we currently have 329 members, including 20 new members.

Program Committee

Pamela reported that the December speaker will be Tom Edelman, the Metro treasurer, and the title of his presentation is "Hedging for Budget Stabilization." She does not have his guest or charity info at this point. Dustin Orrend with Metro is the backup speaker. We still need speakers for January, March, and April. The backup for January is a TBI agent, and Rachelle has the name. Pamela contacted Dennis Dycus, but she hasn't heard back from him regarding his fee. Jennifer has not heard back from Mayor Cooper. Pamela will talk to the metro finance director as well. Pamela sent the Top Golf into to the committee as a possibility for the spring social, and the committee will need to decide if it wants to do that or something else.

Website Committee

Nathan noted that any website updates should be sent to him, Dan Willis, and Chase. He also asked that we send any recent updates again.

November 4 Chapter Meeting

- Aaron Jewell will give the invocation.
- Daniel Porter is the speaker, and Jennifer will introduce him.
- Those sitting at the reserved table will be Daniel and his guest, Jennifer and her 2 guests, Chase, Drew, Alex, Nichole, and the other person collecting money.
- Drew, Chase, and Angela or Scarlet will make announcements.

Other Business:

The next CEC meeting will take place on November 25.

As there was no other business, Jennifer adjourned the meeting at 12:07 pm.