

CENTRAL OHIO CHAPTER OF AGA

Minutes for Executive Committee Meeting Held on April 13, 2010

Attendees: Caren Murdock, Joni Razzano, Cindy Klatt, Leanna Abele, Virginia Brizendine, Debbie Liddil, Chuck Vollmer, Maria Robinson, Diane Crossland, Brent Lewis, Nancy Barber, Kelly Lammers, Jim Kennedy, Melvin Striblin, and Bill Kennedy

Absent: Jay Easterling, Pat Wooldridge, Jeff Bankey, and Jim McLaughlin

Motion was made to approve the March 2, 2010 minutes; all approved.

Treasurer's Report (Joni) – Joni paid the Franklin County Dog Shelter for the Chapter donation; deposited late PDC receipts of \$1,120; made payments for lunch reimbursement, scholarship payments, five student AGA memberships, Fifth/Third credit card and other smaller payments. Payment to Federal Chapter for PDC revenue share will be made soon. The bank balance is now \$51,765.93.

Chapter Business

Caren has updated the budgetary amounts on the budget statement.

Monthly Education Events: There is an audio training session being offered on April 21 for two hours of CPE.

Potential Date Change for 2010 PDC to November 1 and 2, 2010: The Committee agreed to this date change, which was necessary due to speaker conflicts with other dates. Caren will finalize the PDC date and let the Committee know. The date will be changed on the website.

Policies and Procedures: Caren wants to complete this for the next program year. She still needs some Committee members to submit their policies.

Posting IIA's September training to our website – the Committee agreed to this if the IIA posted our 2010 PDC on their website.

Chair reports

President-Elect/Chapter Recognition Points (Jay, absent) – No report.

Education (Debbie, Jim K) – Jim distributed a break-even analysis for the 2010 PDC, which included estimated fixed costs and variable costs. Our target would be \$5,000 to \$10,000 of income since this is our main revenue producing event of the year. In prior years, the third day was the most expensive and we charged less – we nearly lost money the third day. The break-even analysis calculated an estimated profit range of \$1,600 for 200 participants and \$12,280 for 260. Jim recommends a maximum of 250 participants to be enrolled in the 2010 PDC. He asked how Regonline would handle that, and Maria stated that people could not register online if we had reached our maximum, but that they would be put on a waiting list.

Caren distributed a draft start/end time schedule for the PDC. The group discussed the benefits and drawbacks for certain beginning and ending times. Caren was going to re-evaluate the options and discuss with the Education Committee.

Community Service (Nancy) – The Race for the Cure (May 15) is the last community event for the program year. Online team registration deadline is April 23; email blast will be sent.

Membership (Leanna) – There were seven new members in March (five were the students mentioned earlier). This makes 41 new members for the program year and 461 total members for the Chapter. There are 132 individuals who have not renewed – National AGA will drop them off the roster at the end of May. Several of these individuals are CGFMs who risk losing their certification or having to pay a fee to re-establish their certification. Leanna also mentioned that the Dayton Chapter has disbanded, and Leanna invited them to our Chapter (currently they are “at-large” members). Committee members reviewed the draft survey; this will be finalized and sent out next week.

Communications/Newsletter (Chuck) – Chuck said that his goal was to get out another newsletter by the end of April.

Professional Certification (Virginia) – Virginia stated that Jim McLaughlin won the free CGFM exam. There are still four CGFM manuals that need to be distributed.

Program Co-Chairs (Kelly, Maria) – For the training in April, there are 15 individuals registered thus far. This is lower than is typical.

Scholarship & Awards (Jeff, absent) – No report.

Social (Diane) – For the Crew game, 19 members registered for 64 tickets to the event. Diane asked if she should inquire/advertise the event further and the Committee said this participation was good. It was decided that the Funny Bone event for the volunteers would be held on May 27. Diane thought that the social budget would go into a deficit, but this will be offset by participation fees for the upcoming golf event, which will be on June 18th. The cost per person is \$42 – participant fee is \$25.

Bylaws/Sponsorship (Brent) – No report.

Website – (Bill) – Bill will be updating the website soon with the scholarship winners.

Caren distributed the draft Records Retention policy. She will assign responsibilities.

The swearing in of the new officers will take place at the June meeting.

Adjourned at 1:05 p.m. Next meeting is on Tuesday, May 4 at 11:30 at SERS.

Respectfully submitted,
Cindy Klatt, Secretary