

CENTRAL OHIO CHAPTER OF AGA

Minutes for Executive Committee Meeting Held on August 4, 2009

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

Absent: Jim Kennedy, Jeff Bankey, and Debbie Liddil

Motion was made to approve the July 7, 2009 minutes; all approved with no changes.

Treasurer's Report (Joni) – Current bank balance is \$41,819. In July there was very little activity – Joni paid \$896 for manuals and an audio package for training.

Chapter Business

Monthly Education Events – Caren shared a list of training topics and dates with the group. There are still a few “to be determined” sessions. The September training will be on Time Management put on by Franklin University personnel. Caren is considering a joint training session with the Institute of Internal Auditors (IIA) in March on risk-based internal auditing. She is also hoping to get a CPA firm to present a fraud topic in December and an IT auditing session in February.

Caren on Vacation - Caren reminded the group that she will be on vacation August 30 – September 16 and that Jay will be running the September Chapter Committee meeting and facilitating the Time Management training. She stated that the documents needed for the September Executive Committee meeting will be sent to the group by the Friday before the meeting so that everyone will have a chance to print their own documents beforehand – all attending members agreed to do that.

Chair reports:

President-Elect/Chapter Recognition Points (Jay) – Jay will provide a spreadsheet for tracking points. Each group needs to know how they can earn points.

Education (Pat) – All general sessions are filled; the Education Committee is still working on 3 or 4 break-out sessions. The Committee is currently uncertain as to the progress of the federal sessions. The federal people will be fortunate if they can send 20 people to the training. Jim had a suggestion to encourage PDC participation by making the cost \$300 instead of \$340 if a member attended all three days of the PDC, whereas nonmembers would pay \$440 for three days – this could also encourage membership. The Executive Committee was agreeable to this idea. Thus far, speaker fees are going to be \$20,000. We have also reserved (and could be responsible for) 10 motel rooms for attendees, and will have charges for the Athenaeum. Maria requested that the program chairs be provided solid topics by mid-August so that they could enter them in Regonline. Caren said she would touch base with Nancy, the federal chapter president, to get a response on their progress.

Community Service (Nancy, chair) – Nancy shared her community service plan with the group, which listed six different charitable organizations or activities. She plans to break it up so that we are not asking for something at every training session/activity. Nancy will bring a donation

jar or something to haul the goods collected for when we request items. It was mentioned that National AGA is still matching cash donations.

Membership – (Leanna and Melvin, co-chairs) Nine people re-joined the chapter and are off the suspension list. We had one new member in July. Our chapter currently has 432 members. Leanna asked the group if we could waive the \$5 fee for the “at-large” members – the Committee agreed to this. Leanna mentioned that there was going to be a regional membership meeting in the next few weeks to help boost membership for the respective chapters. Leanna also suggested an idea for the training sessions we do (as opposed to AGA CPE sessions) to have them on a webinar for COAGA members in places other than central Ohio. One company charges \$99/month for this service. It involves hooking up a PC; it’s helpful to have a microphone on the PC. There is an opportunity for a free trial. Someone would have to monitor questions from remote participants. Leanna thinks this would help promote membership.

Communications/Newsletter (Chuck, chair) – Chuck suggested having a monthly newsletter (instead of bi-monthly) for information such as sponsorship ads. He may add member profiles and re-caps of prior training sessions in the newsletter. Perhaps a monthly newsletter would not have to have a president’s message. Caren would take this under consideration. Next newsletter will be the end of September.

Professional Certification (Virginia) – No update at this time.

Program (Kelly Maria, James, co-chairs) – There are 88 people registered for the ARRA training. Kelly will be getting snacks and drinks for the event.

Scholarship and Awards (Jeff, chair, absent) – No report.

Social (Diane, chair) – The Clippers game idea will be addressed for next year – it’s too late in the season to plan an event for this year. Bowling was suggested as a possible social activity. We will most likely not have any more competitions (i.e. euchre) with the federal chapter.

Bylaws/Sponsorship (Brent, chair) – Brent tried to research sponsorship programs at other chapters but found very few of them. Leanna suggested putting sponsors on emails to members to provide information to sponsors. Brent will inform the Program co-chairs who the sponsors are (when finalized). Sponsors should be utilized to introduce speakers at PDC and should also be mentioned at every Chapter event. The 2008-09 program sponsors should be taken off of the newsletter. Pat has last year’s sponsorship banner that should be changed when sponsors for the 2009-10 program year are finalized. Brent asked if it were okay to put the sponsorship package on the website – this is okay. Brent needs a membership list and average attendance to prepare this package. It was decided and agreed upon that the levels and corresponding dollar contributions would be: Bronze, \$500; Silver, \$1,000; Gold, \$2000; and Platinum, \$3,000.

Website – (Bill, chair) – Bill has been trying to set up a mailing list and will test this. He is working on a method of updating the list whereby individuals can change their own email address on our website. If the email address bounces five times, it will be automatically unsubscribed.

Next meeting will be on September 1. Meeting was adjourned at 1:10 p.m.

Respectfully submitted,
Cindy Klatt, Secretary