

CENTRAL OHIO CHAPTER OF AGA

Minutes for Executive Committee Meeting Held on September 1, 2009

Attendees: Jay Easterling, Cindy Klatt, Joni Razzano, Pat Wooldridge, Debbie Liddil, Jim Kennedy, Nancy Barber, Chuck Vollmer, Virginia Brizendine, Kelly Lammers, Jim McLaughlin, Jeff Bankey, Diane Crossland, Brent Lewis and Bill Kennedy

Absent: Caren Murdock, Maria Robinson, Leanna Abele, and Melvin Striblin

Motion was made to approve the August 4, 2009 minutes; all approved.

Treasurer's Report (Joni) – She received a sponsorship check for \$1,000 from a sponsor. She also received \$90 from the training, and made miscellaneous reimbursements. Bank balance is \$42,637. Joni mentioned that she will be on vacation the last two weeks of September, so she asked the group to keep any reimbursement requests for the October meeting.

Chapter Business

Monthly Education Events – Next session is on September 14 at the Library. Caren is working on a possible all day training event on December 12 at SERS. Jay received the handouts from Dr. Posey on the September 14 training.

PDC Gift – Jim K. distributed copies of ideas for PDC gifts. Ideas were portfolios, first aid kits, umbrella, and thumb drives. The cost for speaker fees will be \$17,000, which is under the estimated cost. A portfolio with a zipped cover was suggested. Debbie has ordered paper pads from National AGA.

Group voted on one gift vs. two gifts – the majority voted for one gift. Group was tied on portfolio and thumb drive. Group elected to defer decision to Education Committee.

Unclaimed funds – Central Ohio Chapter has \$200 in unclaimed funds with Dept. of Commerce. We need to establish our identity as the COAGA. Joni will send copy of 2008 990 tax form to Caren.

Chair reports

President-Elect/Chapter Recognition Points (Jay) – Report is due September 30

Education (Debbie, Jim, Pat) – All Sections of the fall PDC are filled. The Education Committee is in the process of getting course descriptions, bios, etc. They hope to get the mailing out in the next couple weeks and to start up Regonline about the same time. The main thing that is needed at this point is the course descriptions from speakers. They will perform a walkthrough at the Athenaeum on September 9th, including the selection of the lunch menus. They will send out the speaker letters next week. They plan to have Regonline up by Sept. 15 – the early bird cut off

would be three weeks later, which is two weeks prior to the PDC. October 2 would be the cut-off for the early bird date.

The Education Committee hopes to have the brochures out by mid-September. The purchase orders dates are irrelevant – people have to register by the early bird date. CGFM books are expensive – instead of buying them in advance, we will provide an order card to those people who are interested in taking the exam.

Community Service (Nancy) – Nancy provided Boys and Girls Club with items collected at the previous training session. Next month, donations will go towards the Ohio Food Bank.

Membership (Leanna and Melvin, both absent) – Jay gave the membership update. There were three new members (total 9) in August. There are still 53 suspended members who have not renewed. We have a total of 445 current members. Leanna sent the 12 at-large members an email stating that we would waive the \$5 chapter dues – two of the emails bounced. It was asked for the Committee to think of ideas for chapter recruitment for next meeting. Also, the National AGA is offering three (per chapter) free E-memberships for college professors. It would be helpful to get college contact information from Jeff.

Communications/Newsletter (Chuck) – Caren requested information for the annual accomplishments report. She still needs information for training sessions held, sponsorship, and membership. It is due by the end of the month.

We will remain with bi-monthly newsletters – a President’s message is required for recognition points. We typically “max out” on communication points, so this shouldn’t be an issue. The end of September will be next newsletter deadline.

Professional Certification (Virginia) – One of our goals was to raffle off a CGFM exam at the PDC. The Group was favorable to this. Also, we need to include the CGFM designation for those individuals who are CGFMs attending the PDC. Virginia asked if we had enough CGFM ribbons. Virginia suggested a sticker instead of a ribbon. Group seemed favorable to this solution. Also perhaps use CGFM stickers on name tags for monthly training events.

Program Co-Chairs (Kelly, Maria, Jim M) – There are 40 people currently registered for the September training. Bill sent a reminder on Monday night. Maria hasn’t been able to update Regonline yet with the course information. The goal is to be in “test mode” next week. It was established that \$300 will be 3 day price for members. Kelly said she will make a trip to Staples for name badges for monthly training sessions. She also said that Mid-Ohio Food Bank mentioned us as a donor in the \$1000-5000 range in their annual report. Chuck can mention this in the newsletter.

Scholarship & Awards (Jeff) – Jeff will start contacting schools this month. Last year the scholarship deadline was Dec. 15th. All applicants were from OSU. He’s hoping to get more of a variety of schools this year.

Social (Diane) – Diane contacted Bowling Palace on Cleveland Ave. It costs \$4 per person per game on Friday after 9:00 or Sat/Sun after 5 and before 9. At first, the second Friday in November was being considered. Then the Committee thought about the November 11th holiday and asked Diane to check on Tuesday Nov. 10th (day before holiday). We would pay for bowling and have participants donate \$5 for Mid-Ohio Food Bank.

Bylaws/Sponsorship (Brent) – Brent sent out 197 sponsorship packets and had one response (15 emails kicked back). He thinks he will have two more sponsors. Brent will send a reminder email on Friday with a 2-3 week cut-off. We need a few weeks ahead of the PDC conference to include the sponsor's participation in the brochures and registration packets. Brent will also call last year's sponsors. Two weeks are needed for updating the banner. Brent will provide company logos for Chuck.

Website (Bill) – “Save the Date” email was received using Bill's new email system. The new users will need to login to the email provider website and create their own email account. Bill can show Chuck, Kelly, etc. how it works. Bill wants to do the first emails to make sure it's working properly. Email addresses are updated manually – Bill hopes to get email changes (additions, deletions) from Leanna. No one has unsubscribed yet. There is an opportunity to subscribe from the website. From the current email list, 430 emails went out, 8 bounced back. This new system can also be used for online surveys and other capabilities. Bill is tweaking SPAM settings – Kelly didn't notice any. We will recognize cost savings with new service.

Adjourned at 12:55 p.m. – Next meeting on Tuesday, October 6th at 11:30 at SERS.

Respectfully submitted,
Cindy Klatt, Secretary