



Chapter Executive Committee Meeting Minutes Topeka Chapter July 23, 2013

Members Present: Marie Winter-Zima, Paula Hinman, Russell Shipley, Marti Leisinger and Michaela Butterworth.

Members Absent: Boyd Jantzen, Walt Darling and Linda Shaver.

Opening Remarks/President's Update: The meeting was called to order.

Approval of Minutes: The June meeting minutes were approved as presented. Paula will provide final copies of the approved minutes to Michaela for posting on the website.

Treasurer's Report: The financial statements were distributed, and accepted as presented.

CGFM: Linda was absent so no report was presented. Marti sent a message to the Regional Presidents on Course 1 & 3 – looking at February or March 2014.

Chapter Recognition Program: Marti reported that the program is up and running. She will work on entering our points later this month. This quarter's points are due 9/30/13.

Membership/Young Professionals: No report submitted.

Accountability: Russell emailed Linda to get with Kathy. The CCR for the Chapter is due 9/30/2013 in order to get the extra points. We will talk about this report at the August meeting.

Education: Boyd has a lot of feelers out – no one is booked for the future. We need an August speaker. Michaela volunteered to do a presentation on the SMART web for the August PLS.

Community Service: No report submitted.

Communications: Russell reported that the newsletter will go out the first week of August.

Michaela gave an update on the website and had met with INK, which hosts our website. The contract is from 1992, and sponsored by A&R. The fee is \$100 per year, which AGA does not pay. We would have the option to buy out the domain, because INK owns the agaks.org name. To terminate we would have to give a 60 day notice in writing. It would be a labor intensive process – due to the archives. The Board approved paying Michaela's dues, since she joined the Board to be the webmaster, and the State will not pay her dues. (Consistent with the policy that was passed at the March 2013 meeting).

National PDC - Dallas: Russell gave an update of the conference. He also presented Paula with the Platinum Plaque, as well as a plaque with gavel for her service as the past President of the chapter. The board discussed budgeting for 2 \$1,000 PDC scholarships for next year. These scholarships should only be for the President and President-Elect.

Budget: Russell hasn't completed the budget for the upcoming year yet.

Other: A number of items were discussed, including –

- Status of the by-law changes for the treasurer's position. The changes need to be made by July 1st so Marie can continue on as the treasurer. Changes haven't been made yet. Russell will follow up with Linda and obtain the necessary signatures.
- Russell purchased 80 portfolios for the PDC's and speaker gifts. He circulated an example for the Board to see.
- Boyd is attending the Washburn Business/Accounting Society Social on Friday, September 13, 2013.
- Russell filed the 990 on July 3rd.
- Berberich and Trahan provided a \$100 sponsorship.
- US Bank is doing another \$250 sponsorship again this year.
- The Chapter voted to pay \$10 of the \$25 registration fee for up to 10 members for the Race Against Breast Cancer. Russell will put information in the newsletter and contact Nicki Roberts about it.

Next Meeting: Russell had a conflict on the third Tuesday of August, so the next meeting will be on August 13, 2013, at Berberich and Trahan's offices