



AGA Chapter Executive Committee Meeting September 13, 2004



Location: Celtic Fox Time: 5:15 PM

In Attendance: Walt Darling Rhonda Mings Gina Cregg & Son
 Scott Alisoglu Randy Tongier Nickie Roberts
 Carolyn Brock Debbie Fitzhugh

Absent: Randy Bailes Rita Barnard Marsha Pappen
 Shirley Moses Shirley Hollis Brett Bauer

Minutes

Prior Minutes for meetings on August 16, 23, 30 and September 9th of the Chapter Executive Committee were approved.

Education Committee

Gina Cregg is currently the Chair, but with new job and new baby coming she has concerns about fulfilling this role in this year. The Board will endeavor to modify the committee and select another volunteer as chair.

2005 Midwest Regional PDC Committee:

Two new people have been added to the committee; Tom Clevenger, Washburn University and Don Wilson, Federal Highway. With these additions, the committee has the full complement of members.

CGFM Training

There is a week-long training session in Kansas City being organized by the AGA Midwest Region Chapter Presidents. Kansas City has been selected due to its central location. The President of the Kansas City Chapter has volunteered to organize the facility and accommodations. The cost would be approximately \$700 per person. More details will be presented as they become available.

Entertainment and Awards Committee

A chair for this committee is still needed. Walt suggested,

1. That we have an AGA award for someone that has helped promote Governmental Accountability. The recipient could be an AGA member or a non-member. The award would be held in April, as a semi-formal affair with spouses at a nice location with set-down dinner.
2. The December Holiday Party would be a casual affair. The only cost would be a \$5 donation per person for the Toys for Tots. Attendance would be restricted to AGA members and any non-members that participated in at least one Professional Series Lecture or one of the quarterly training sessions.

Treasurer

Debby Fitzhugh updated the Committee on progress in transferring financing for the Chapter to the new Treasurer and President. Brett Bauer has given the books to Pam Simecka to be audited. The past files have been given to Debbie Fitzhugh. The Chapter has a credit card that is used for some purchases. It was suggested that Debbie check to make sure the card is still active and the limitations, also to obtain two cards and have two signers. A finance policies and procedures statement needs to be developed that would include both what and how monies are to be approved and expended by the Chapter. Randy Tongier made the motion "The President appoint a finance committee to draft internal controls for the Chapter's finances, including the use of the credit card." The motion was seconded by Debbie and passed. The committee will be Randy, Rhonda, and Debbie.

The Board discussed the initial processes for finances and noted that signatures for the bank account needed to be in both the Treasurer and President's names. Randy moved and Nickie seconded that Debbie Fitzhugh and Walt Darling, as Treasurer and President, have their names on the bank account and credit card for the Chapter. This issue will be included by the finance committee in their discussion related to the Chapter's internal controls.

Program

Rhonda Mings announced that the speaker for the October meeting will be Assistant Attorney General Brian James, speaking on Identity Theft. October will be an evening meeting, the location is uncertain, maybe Abouds. Suggestions were Capital Plaza conference room, Brickyard Inn. Duane Goossen is confirmed as the January speaker, the location to be the Top of the Tower if we can get the larger room.

Recognition Points

Randy Tongier had a handout listing items that give us points in reaching our goal. He is to give a short presentation at each meeting on meeting the point goal. We will be using 61 members as 4/1/04 membership totals. Using the CGFM symbol on communications gives the chapter points.

CGFM:

State of Wisconsin has designated a CGFM month.

Non-Members on Chapter Committees

The Board discussed the issue of members of the Executive Committee that have not re-joined the AGA organization for the new year. The Bylaws specifically prohibit non-members from participating on the Executive Committee and other committees of the organization. Dues for the new year are due on April 1st of each year. The Board noted its concern at the August 16th meeting, setting a deadline of August 30th for dues to be paid, then at the August 30th meeting extended the deadline again to September 13th. Using the membership list from the AGA internet web site as of 4:30 PM on September 13th, the Board voted to remove non-members names from the Executive Committee and

other standing or Ad-Hoc committees. Walt indicated that he would send a note to the affected individuals.

Advantage Program

The Advantage Program is a proposal by national for a means of having organizations support the cost of AGA membership. The Executive Committee reviewed the revised draft of this Chapter's response to the program. The Board voted to approve the language as written and forward it to the national program committee.

History Report

The History Report is due by the end of the month to national. The draft report was reviewed and amended to include two training sessions that were held during the year. The Board voted to approve the report as amended.

Reimbursement Request

The Board was presented with a reimbursement request by Walt Darling for expenses of the Executive Committee. The expenses included the meetings of August 9, 16, 23, and the 30th. The expenses totaled \$144.48. A motion was made by Randy Tongier and seconded by Nickie Roberts to approve payment of the reimbursement. The motion passed.

Newsletter

The newsletter will be presented in two ways this year. One will be a series of short topics sent out in a special format. These will be attention-getters and be intended to provide the membership with information in short bursts so they don't get a large amount of information all at once. The second way will be the traditional publication on the web site. Several article topics were noted for publication. These included:

1. Pam Simecka volunteers to audit AGA Chapter finances
2. AGA Midwest Region looking to host CGFM Training
3. AGA Professional Lecture Series Initiated – First speaker was Dennis Moss of KU
4. Nickie Roberts, long-time member of AGA and Community Service Director was hospitalized
5. President's Message
6. Past-President Randy Bailes Recognized for National "Gold" Award
7. Advantage Program likely to start this fall
8. Upcoming Meetings – Next lecture series topic set
9. Volunteers needed on committees to help guide Topeka Chapter

Committee chairs were asked to draft articles for the upcoming newsletter and forward them to Brett Bauer.

Respectfully Submitted

Carolyn Brock
Secretary

Walter Darling
President