



**Chapter Executive Committee Meeting  
Minutes  
January 14, 2009**



The meeting was called to order by Walter Darling at 5:30 PM.

The minutes of the previous meeting was approved.

Attending:

Walt Darling  
Marti Leisinger  
Linda Farlow  
Melinda Richter

Sabrina Wells  
Nickie Roberts  
Fred Baer  
Sandra Dreasher

Brandi Baer  
Pam Simecka  
Kathy Bohnhoff

Absent:

Scott Alisoglu

Muriah Baker

**General Announcement**

Larry Barrett has resigned his position as President of the Topeka Chapter. Larry will be having surgery on January 22<sup>nd</sup> and anticipates a six month period of recuperation and rehabilitation. Nickie had acquired a card for Larry. It was circulated so everyone could sign it to wish him well. In addition, the CEC passed the following resolution:

Larry Barrett, President of the AGA Topeka Chapter will be undergoing back surgery on January 22<sup>nd</sup> and is anticipating six months of intensive physical therapy in Wichita to recover from the surgery. He has therefore resigned his position as President. The Topeka Chapter of AGA would like to recognize and thank President Larry Barrett for his leadership efforts this past year. The members wish him well in his back surgery next week and send best wishes for a very speedy recovery.

Walt Darling volunteered to fulfill Larry's term, which continues until Marti Leisinger is scheduled to become President on July 1<sup>st</sup>. The CEC accepted that offer.

**Sectional Leadership Meetings**

Walt noted that the SLM is scheduled for May 1<sup>st</sup> and 2<sup>nd</sup> this year. The National Organization is providing financial support to allow the Chapter to provide its President-Elect and three additional persons. Following discussion, Sabrina moved that the persons named to represent the Topeka Chapter include Brandi Baer, Nickie Roberts, and Marti

Leisinger. That motion was seconded by Kathy Bohnhoff and passed. Walt noted that he and Melinda would be able to attend the SLM under their Regional positions, allowing the Chapter to have a total of six persons in attendance.

### **PDC Planning Update**

Marti Leisinger provided an overview of the PDC planning. She distributed a schedule of speakers and topics. General discussion ensued. Following the discussion, it was decided to:

1. Include a “Program” type of handout that would include speaker profiles and photos.
2. Meet with Don Wilson to discuss hotel arrangements.
3. Locate Don’s list from the prior year on suggestions for future years.
4. Obtain contact information for FHWA to see if they might be willing to provide support again for equipment.
5. Nickie noted that she anticipated success with prizes for the community service raffle.
6. Nickie volunteered to assist in the registration during the conference.
7. The “Hat-Check” room needs to be reserved for registering participants and storing materials.
8. Name tags will be prepared by Nickie, Melinda, and Sabrina.
9. Melinda volunteered to update the CPE form.

### **Audio Conferences**

Linda Farlow updated the CEC on the audio conferences. The next will be held at the Topeka Shawnee County Library on the 21<sup>st</sup>. Lawrence will be the site for the April 8<sup>th</sup> audio Conference on Auditing. The final audio Conference for this year will be on Ethics, and will be held on May 13<sup>th</sup> in Topeka.

### **Monthly Financial Report**

Pam Simecka presented the financial report. Pam indicated that additional revenue had been received, providing approximately \$18,000 in cash, an increase over the previous month. Pam provided a graph illustrating the change in revenue and expense during the year. This chart illustrated the high expenses during the first part of the year and the higher revenues during the last month.

Pam presented the letter provided by Don Wilson as the reviewer of our financial records. In part, that letter stated, “The records were found by me to be well organized and thoroughly documented over all. I am not aware of any material modifications that should be made to the Budget Report, Checkbook Register or other records, or to any aspect of the organization’s accounting practices. It appears that the financial records were presented fairly and accurately.” The CEC noted Don’s effort on behalf of the organization and thanked him for his time and expertise.

### **Professional Lecture Series**

Sandra Dreasher attended the CEC meeting to notify the group that her current responsibilities preclude her from fulfilling the role as Program Chair. She is still

interested in working as a part of the Program Committee, and is interested in participating in locating speakers, but cannot take the lead at this time. Sabrina Wells agreed to step up and fulfill the remaining portion of Sandra's term as Program Chair. Sabrina was thanked for her efforts this past month in finding a location for the January Lecture and in notifying participants of the new location. The next Lecture is scheduled for February 18, 2009.

### **Spring Social**

Brandi Baer and Melinda Richter, co-chairs of the Social Committee, noted that they are planning two socials for the spring. The first will be held during the Professional Development Conference and is said to have an interesting and fun theme. The second is anticipated for Early June and both co-chairs indicated that it would be a time no one will want to miss.

### **Certification**

Brandi Baer noted that she had been successful in putting together a CGFM study group, but was working to solicit additional members prior to starting the meetings. Brandi has been working on the Proclamations for March and has already submitted the proclamation request for the State of Kansas. She still plans to submit a request for the City of Topeka. Marti Leisinger volunteered to submit the request for Shawnee County.

### **Early Careers**

Melinda Richter initiated a discussion regarding an upcoming Career Fair being held on February 18<sup>th</sup>. The CEC determined that the primary purpose of the Career Fairs was to attract students to jobs that companies have open and that nothing had been gained by attending previous fairs. It was decided that the Chapter should not attend.

Melinda noted that a National Conference Call is being held January 15 at 10:00 for Early Career Chairs to discuss ways to interest younger people in getting involved.

### **Community Service**

Nickie Roberts noted that \$313 was raised during the Toys for Tots Community Service efforts. With that money Nickie purchased toys for the program and donated them to the US Marines. The "Loose Change Program" is on-going and will be available again at the Lecture on the 15<sup>th</sup>. Nickie noted that the VITA program is underway. She provided flyers for members to copy and distribute. The Battered Women's Task Force is the recipient of monies raised during the Professional Development Conference. That conference is being held in February.

### **Chapter Recognition Program**

Kathy Bohnhoff presented a report on the points as of the December submission. Her report indicates 13,550 points of the 19,500 points needed for Platinum have been accumulated. She noted that this point level exceeds by almost 2,000 points the level the Chapter had at this same time last year. Kathy indicated that we appeared to be on-track to reach the Platinum level again this year.

## **Bylaws**

Fred Baer reported that his review of the Bylaws indicated no need to change at this time. Fred distributed the rules under the Bylaws for establishing a Nominating Committee.

This rule provides for a Committee of five persons;

1. President-Elect
2. Immediate Past President
3. Immediate Past-Treasurer
4. Two Past Chapter Presidents (appointed by the President)

A chair for the Nominating Committee is to be appointed by the Chapter President. The Nominating Committee will be established as soon as possible so we can proceed with the election of officers and the selection of Directors.

## **Communications**

Newsletter Editor Muriah Baker was unable to attend but submitted a copy of the January newsletter for comments.

Walt Darling, Website Coordinator, asked that anyone noting something to be out-of-date to please contact him so it could be changed.

The meeting was adjourned at 7:30 PM.

Respectfully submitted by Walter Darling, substitute minute taker.