



AGA Topeka Chapter
Minutes of Chapter Executive Committee
March 11, 2009



Members Present: Nickie Roberts, Walt Darling, Linda Farlow, Kathy Bohnhoff, Brandi Baer, Marti Leisinger, Pam Simecka

Members Absent: Sabrina Wells, Fred Baer, Muriah Baker, Scott Alisoglu, Melinda Richter

Approval of Minutes – There were no changes to the February 2009 minutes; unanimously approved.

PDC – Marti Leisinger and Pam Simecka gave the PDC overviews from both the operations side and the financial side. Marti felt the PDC went well with presentations staying on track during the two days, hotel meeting the requirements, many positive reviews on the environment and food. Marti said there were a couple reviews that suggested a couple speakers focused too much on what they were doing in their job rather than presenting a broader conceptual view of their topic. Thus, the “Visioning” topic related to specifics of the Topeka experience and didn’t relate directly for those from out of town.

On the financial side, only a couple individuals had not yet paid and invoices were being sent out. There was also a receipt for payment that needed to be sent to an individual. Payments received by other individuals for registrations or membership dues were given to Pam so she could go through them to ensure accuracy. It appeared that we would receive approximately \$14,700 in revenue and would have about \$13,000 in expenses. This would leave a positive amount of about \$1,700 to help support membership scholarships that are estimated at \$3,500.

The social was well received by those attending, although the numbers attending were down considerably from last year. The cost was approximately \$2,000.

After discussion, Walt proposed a committee to discuss the issues related to conferences this next year and bring recommendations back to the Board. Walt appointed Marti, Kathy, Nickie, and Walt to the committee and asked for volunteers to assist. Linda Farlow and Brandi Baer volunteered to participate on the committee. The charge to the committee is to brain-storm the issues involved, pull together possible options for conducting conferences this coming year, select a set of recommendations, and present those recommendations to the Board at an upcoming meeting.

Treasurer’s Report – Pam Simecka presented the Treasurer’s Report and offered to respond to questions. Marti Leisinger asked what it was that was causing the Chapter to be overspent for the year when the PDC technically came in with a positive amount. Pam indicated that the largest single factor is the cost of Audio Conferences for which we paid over \$1,200 and for which we have received little revenue.

Membership Committee Director Report

Walt reported that we have ended our current Membership Year with 91 members. He also noted that we had six new members join during the PDC that were not included in the numbers. He also noted that there were retirements during the year that would likely result in a loss of members and it would be a couple months before our gains and losses would show what our membership numbers would be starting the New Year.

Walt also mentioned that the email list had been updated, and, all email failures for which we received server failure notices have been resolved.

Professional Lecture Series – Education Committee Chair Report

Sabrina noted by text message that she would continue as the Chair for this program through the end of the Program Year, which is June of each year.

Social Committee Report

Brandi moved that the Board adopt a social for the spring that would provide a free ticket for a member and one guest to the May 30 presentation by the “Senior Class” at the Topeka Civic Theatre. The number of tickets would be limited to 40, which at a cost of \$6 each would cost the Chapter \$240 if all tickets were used.

Audio Conference Committee Chair Report

Linda Farlow indicated that the next Audio Conference would be April 8th and would be held in Lawrence. She has talked with Gina Cregg and provided a .pdf file to her so she could pass the word around campus that this conference would be available locally. Linda stated that no advertisement for the conference has yet been sent by the Chapter to the membership, although participants at the PDC would be notified, and the information is available on the web site.

Certification Committee Chair Report

Study Group – Brandi informed the Board that the Study Group will begin meeting this month. The first meeting will be held at Brandi’s house on March 25.

Proclamations – Brandi has received the official proclamation from the State of Kansas. No public signing will be held with the Governor as, for some reason, the Governor seems to be spending a lot of time in Washington, DC.

Early Careers Committee Chair Report

Melinda was not available to make her report.

Walt mentioned that Melinda, Brandi, and he had talked with some of the younger PDC participants about forming an Early Career Group to discuss various topics of interest to the group and to solicit from them ideas and suggestions as to how the Chapter can facilitate greater fulfillment in their careers. Walt indicated that we would only get one opportunity for a “first impression” with this group so the framework of the first meeting would be very important.

Community Service Committee Report

The loose change program has raised \$39.28 thus far. Kevin Gullett is working hard both processing tax returns and coordinating the VITA program for Leavenworth County. Kevin anticipates processing more than 300 returns by the end of the tax season. The Chapter raised \$350 for the Battered Women's Task Force at the PDC.

Communications Committee Chair Report

Newsletter – Muriah was not available for her report. Nickie asked if we could come up with copies of the newsletters that have been completed so they could be put on the web. Walt indicated that he has asked Muriah for the final versions she has put together this year and he will also search emails from Larry to see if he can find those that have gone out.

Website – The Chapter exceeded its allocation of server space provided by INK. Walt sent a letter to INK requesting that they increase the size of the allocation and they approved the increase in space.

Bylaws Committee Chair Report

Fred Baer was not available for any discussions in this area.

Sectional Leadership Meetings

Walt reminded the group that if they were attending the meeting in Denver, they need to have their reservations submitted no later than March 27.

National PDC – New Orleans

Walt mentioned that the Chapter traditionally provides scholarships to Board Members to assist them in attendance at the national PDC. The Bylaws call for financial support to the President and President-Elect. Last year the Chapter financed four scholarships. Walt asked that the Board members think about this topic so that we can discuss it at the next meeting and decide what the Board wishes to do.

Nominating Committee

Walt reported that the Nominating Committee has met and has reviewed comments received in response to a letter last month to Board Members requesting their status as Board Members and any requests for positions they would like to make prior to the Nominating Committee making any decisions. Only two Board Members had responded so the Nominating Committee has decided to contact each of the Board Members to ask them personally what they would like to do in the upcoming year.

Meeting adjourned.