



**Chapter Executive Committee Meeting Minutes
Topeka Chapter
August 21, 2012**

Members Present: Boyd Jantzen, Kathy Bohnhoff, Linda Shaver, Marie Winter-Zima, Marti Leisinger, Melinda Richter, Paula Hinman, Russell Shipley, Walt Darling

Members Absent: Anna Lippold, Becci Brown, Linda Farlow

Approval of Minutes: July minutes were approved.

Treasurer's Report: An income statement as of July 31st as presented. There has not been a resolution in regard to the \$300 ACH item for which the purpose is unknown.

Chapter Budget: The chapter's 2012-2013 budget is in process and will not be finalized until the June 30th financial statements with accruals and the cost of the chapter giveaways can be reflected.

CGFM: No report.

Chapter Recognition Program: Marti needs to be sent an email for any points related activities that take place. After each event, an email should be sent including information such as if students were present, if a membership table was set up, or if the AGA video was shown. The next quarterly points deadline is at the end of September.

Membership/Young Professionals: A motion was made and approved to participate in the September 12th career fair hosted by Washburn University. Discussion followed about the chapter partnering with a sponsor to host a career fair. Further discussion will be made at a later date.

The National Young Professional membership category is now defined as someone with three years or less of any professional work experience. Student members must be considered full time and not gainfully employed.

Accountability: There have been no volunteers to assist in the preparation of the chapter's Citizen Centric Report (CCR). This needs to be completed by September 30th in order to receive the maximum chapter recognition points. Kathy will email what she needs to put this together and Linda S. has agreed to assist.

Education: Jim Martin will be the September Professional Lecture Series luncheon speaker. The Lawrence full day training event announcement will be sent out in the next couple of weeks. Chapter recognition points can be earned by posting education events on the national website. Those who attended the February event that did not have the CPE portion due to the speaker cancellation will be given a credit to attend a future event; those affected will be sent an email.

Community Service: A motion was made and approved to sponsor a team in the upcoming Race Against Breast Cancer. The chapter will pay \$10 of the registration fee for the first ten members who sign up.

Communications: The next newsletter will be sent out the first week of September. The chapter logo has been set up with GTM to allow for clothing orders. More on this will be discussed at the next meeting.

Speaker Gifts/Giveaways: Mugs and umbrellas will be purchased to use as speaker gifts and giveaways. The mugs will be ordered in the mini stein design and it was approved to order 150. Umbrellas will be blue with gold lettering and it was approved to order approximately 100 depending on the price break.

SLM-R: A location is being secured for this event, with possibilities being the KSU facility in Kansas City, Hollywood Casino, or another venue convenient to the airport since South Dakota will be flying in to attend.

Other: Walt has been asked to submit an invoice for the beverages he prepared for the last holiday social.

This year's holiday social has been set for December 7th at Boyd's home.

The University of Auburn Montgomery's School of Business has provided USB hubs and brochures to be passed out at meetings. The chapter is unfamiliar with this organization and will make it clear that it does not endorse the organization.

Next Meeting: Tuesday, September 18th, location to be determined.