



**Chapter Executive Committee Meeting Minutes
Topeka Chapter
December 18, 2012**

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

Members Absent: Anna Lipold, Kathy Bohnhoff, Linda Farlow, Linda Shaver, Walt Darling, and Melinda Richter

Opening Remarks/President's Update: On Board Recruitment, Marti agreed to stay on the Board next year as the Chapter Recognition Chair. It was addressed that we still need to amend the by-laws in order for the Treasurer to serve more than a 1 year term.

Approval of Minutes: November minutes were approved.

Treasurer's Report: The financial statements were distributed, and Marie reviewed Chapter income, expenses, and balance as of November 30, 2012. We are being assessed a larger service fee for inactivity in the savings account, so Marie is going to move money between the checking and savings accounts to show activity.

Paul Davis Event Refunds: Russell will be sending out the voucher after Christmas. The voucher will be valid for 1 PLS between January and April.

CGFM: Linda is looking into the possibility of the Topeka Chapter hosting CGFM Exam Section II in Kansas City, prior to the SLM-R.

Chapter Recognition Program: Marti reported that we are on track to obtain Platinum status.

Membership/Young Professionals: No report presented on Membership. For Young Professionals, Linda requested that we support her to attend the Washburn University Career Fair. Russell moved and Boyd seconded, that we support Linda to attend the Washburn Career Fair by paying the registration fee, and providing her with AGA goodies to hand out. Motion carried.

Accountability: Kathy was unable to attend, but submitted an update: The governmental accounting professor at Washburn had told Kathy & Boyd that she might use creation of a CCR as a class project during the second semester. Kathy is going to contact her, along with accounting professors at other area colleges, to see if they are willing to do something like that as well.

Education: Russell does not have a speaker yet for January, but is confident he can schedule someone. He has most of the rest of the speaking spots through June scheduled. There was discussion of hosting the CGFM Exam Section II in May in Topeka in place of the Professional Development Seminar. Russell is also going to contact Michaela or someone at the State about putting on SMART training.

Community Service: Boyd gave an update on community service. Boyd and Anna divided the list of donors for the Holiday party and are writing thank you letters. Anna will be giving the cash raised to Toys for Tots. At the PLS on December 12th, Kathy, Marie, Linda S., Boyd, Russell, and Paula voted and agreed to have the Chapter contribute \$25-\$30 to make the contribution to the Toys for Tots an even \$200.

Loose change will be going to the Red Cross for the upcoming quarter. Boyd moved and Marti seconded that we match the loose change donations raised last quarter for the Topeka Rescue Mission. Motion carried.

Communications: There was no report on the Website. Russell reported that he plans to have the January newsletter published by the 7th of the month.

National PDC – Dallas: Boyd is reserving 2 rooms (allowing for 5 days). It will be determined later who will occupy each room.

SLM-R Planning: Marti reported that she needs an RSVP by 12/31/2012. She will also need the Chapter's computer that day. The hotel is supposed to provide a projector, but she'll take the Chapter projector as a back-up. Marti would like for the Board to arrive at 9 a.m. on the day of the event.

Other:

- Paula announced a Board opportunity for the KS Head Start. No one on the Board is interested.
- Russell is going to try to get the Tripod and sign purchased in January.
- Russell contacted the IRS regarding a notice the Chapter received on the 990T. The last return was filed for 3/31/11. In the fall, we changed our year-end to 6/30/2012, so it was over 12 months since we filed a return. The issue has been resolved.

Next Meeting: Tuesday, January 15, 2013 at Old Chicago in Topeka