



**Chapter Executive Committee Meeting Minutes
Topeka Chapter
May 21, 2013**

Members Present: Boyd Jantzen, Marie Winter-Zima, Paula Hinman, Walter Darling Russell Shipley, Linda Farlow and Linda Shaver.

Members Absent: Anna Lipold, Kathy Bohnfoff, Marti Leisinger and Melinda Richter

Opening Remarks/President's Update: The meeting was called to order.

Welcome to our guest and prospective future board member: Michaela Butterworth.

Approval of Minutes: Melinda will provide the April minutes and the board will approve via an email vote when they are available.

Treasurer's Report: The financial statements were distributed, and Marie reviewed Chapter income, expenses, and balance as of April 30, 2013. The report was accepted as presented.

CGFM: Linda is looking into the possibility of hosting CGFM review courses 1 & 3 in March 2014. She will draft information to include in the newsletter and will contact previous attendees. Linda reported that she sent a letter to the recipient of the CGFM scholarship.

Chapter Recognition Program: Marti was absent but reported that there was nothing new to report on points. She will have a final report on points at the next month's meeting.

Membership/Young Professionals: Linda Farlow presented that we have 63 members. We had 12 non-renewals and 7 new members from the May event.

Accountability: No report submitted.

Education: Russell reported on the May event – we made about \$400. Boyd reported that in July, he has scheduled Marisa with Allure that will talk about managing a wellness program.

Community Service: No report. We will submit the accounting to national on the Red Cross donations we collected through the loose change jar. Next quarter we will collect money for Helping Hands Humane Society, starting in June.

Communications: Russell reported that the newsletter will go out the end of May. Russell purchased a tripod and big AGA Topeka Chapter poster to be used at events.

Walt explained the website. Michaela is potentially interested in serving on the board next year as the web master. The current website is also used as a repository of Chapter information.

SLM- Los Angeles: Walt, Boyd & Russell attended the event for our chapter.

Other: Chapter plans are due July 15th to National. Russell will update the plans and submit to Jessica.

Next Meeting: Tuesday, June 18, 2013 at Berberich and Trahan's offices