

**Association of Government Accountants
Baltimore Chapter
Chapter Executive Committee**

Minutes

**August 13, 2015
2:00 – 3:00**

Meeting Location: Social Security Administration, OIG Conference Room 3100
Meadows East Building
Call-in Number: 1-877-446-3914
Participant Code: 853750#

Attendees: Jamila Webb, Kelly Stankus, Johnny Ramsey, Paul Geraty, James Switzer, Tomi Adebo, Tamekia Davis, Allan Kim, Brianna Long, Afonagnon Azondekon, Andrew Apollony, Susan Delabio, Mark Silvestri, Berhanu Wurseno, Kristina Poist, Milton Wolinski, Masoud Najmabadi, Shelvon Costley, Renee Rawlins

- I. Call to Order –
Kelly Stankus called the meeting to order and welcomed everyone to the first meeting of the year

- II. Approval of prior meeting minutes
The minutes from May 7, 2015 were approved as issued. Will be included in the September 2014 newsletter.

- III. Budget Review

The annual budget and financials were sent to the Board last week for review. Kelly noted that there are bigger expenditures this year to allow for NASBA certification for the chapter as well as a redesigned website. We are projecting a deficit this year but will have the surplus of approximately \$7,000 from last year to pull from if necessary. We have approximately \$25,000 on hand currently. The sponsorship committee stated that it can also assist with covering any shortfalls by reaching out to more sponsors. Other minor adjustments to the budget included a reduction in awards from 3 to 2 and the addition of memberships for college professors. The budget was approved as revised.

- IV. Committee Updates

Accountability – Citizen Centric Report (CCR) was drafted and sent to Kelly for review yesterday (8/12/15). We may change the format/design of the report. Johnny noted that the City of Baltimore issued a CCR and we can claim for that for our AGA chapter.

Activities – The 1st report is due to National on September 30, 2015 which will cover the period from June through September. All committees should review chapter recognition guidelines and report to Milton anything that is missing.

Awards – This year's activities are in line with last year's:

- 2 scholarships for \$1,000 each will be awarded – The Awards committee will select from students at 40 different 2 and 4-year colleges and universities.
- Chapter service award for nonmembers issued as a paper certificate – For enhanced AGA/Government accountability
- Chapter service award for members issued as a paper certificate – For enhanced AGA/Government accountability
- Awards for Officers and Board Members at the discretion of the President will be issued as a cut glass certificate
- Leadership & President awards at the discretion of the President will be issued as a cut glass certificate

In addition to the above, the Board can also recommend other awards/certificate types. Johnny noted that we can coordinate having someone nominated for a National award.

By-Laws & Procedures – We will have someone from the City of Baltimore assisting with this committee. Also discussed having our By-Laws updated to be consistent with updated made by National. The revised By-Laws will be provided to the Board for review. The plan is to finalize by the end of the year.

CGFM – Received information from Kristen to include in the newsletter.

Communications – People with information to share should send to Kristina Poist. She will send out a link to the newsletter on the website.

Early Careers – No updates, waiting for schools to be back in session

Editorial/Publicity – Working on the October newsletter. Received pictures from Community Service. Tamekia Davis requested others to send pictures as well. Shelvon also requested to be informed of events so that she can post to the Chapter's social media accounts (working on creating/updating Facebook, LinkedIn, Instagram and Twitter accounts). All social media links will be provided in the Newsletter.

Community Service – Kelly thanked those who volunteered for the Habitat event held last year. The next scheduled event is the BARC's 5K event on Saturday, October 11, 2015 to benefit the animal shelter. Participants can sign up to race or just donate pet supplies. Supplies will be collected at the September meeting.

Education and Programs – The September meeting has been finalized and will be held at Matthew’s. There will be 1 general session with 2 breakout sessions following. The October topic is on the Data Act. Jeff Steinhoff will be the featured speaker. We’re currently working on a general topic for that meeting. The speaker for the December joint meeting with ISACA will be selected by ISACA this year. Paul is looking for an evening speaker for October. We are currently working to have the Chapter NASBA certified and will need documentation as part of the application process of our CPE policies.

Meetings – The following is the meeting locations finalized for the year:

- Matthews: September, October 21st (and potentially the October evening meeting), November 18th and January 20th
- Overhills: December
- Rolling Road Golf Club: March and April
- Maritime: May (Fraud Conference)

Membership – We held a meeting at Loyola last week and met with a professor there who will encourage students to be engaged with AGA. We are also planning to continue holding events there.

Sponsorship – We are trying to get all sponsorship contributions in by September 30 which is the end of the sponsorship year. Sponsorship payments should be accepted by check whenever possible as Paypal charges a large fee. We’re also working to get a listing of all non-government members to invite them to sponsor the Chapter.

Webmaster – In process of re-designing the webpage. We were waiting on the budget to be approved before incurring the designer expense. We will remove all newsletters older than 2 years from the website. All other content will remain the same.

V. New Business –

The state tax exemption application was completed. Waiting for the exemption certificate to be sent by the state Comptroller’s office.

Next Board meeting is scheduled for 2nd Thursday in September