



MONTGOMERY/PRINCE GEORGES COUNTY CHAPTER

Executive Committee FY 2009-2010 Meeting Minutes March 9, 2010 Conference Call

Present: Angela Walter – President
Andrew Lewis – President-Elect, Treasurer
Alex Dickey – Co-Treasurer
Carla Flores – Assistant Secretary
Troy Hailey – Community Service
Christine Tritsch – Early Careers
Carol Boothe – Education
Scott Turnbull – Membership
Dawn Beatty – Program
Eric Rasmussen – Sponsorship
Corinne Dougherty – Webmaster
Stuart Sklamm – Special Projects
Flora Milans – Capital Region, Vice-President Elect
Mia Leswing – Capital Region, Certification
Evelyn Brown – Capital Region, Chapter Liaison

The meeting was called to order at 12:00pm.

February Board Meeting Minutes

Angela Walter presented the minutes for the February Board meeting. There were only two minor changes to the draft minutes sent to the Board via email.

FY2009-10 Financials

Andrew Lewis presented the FY2009-10 Financials as of March. The following changes are reflected for revenue and expenses:

- Received Savantage Solutions sponsorship. At this point we have met our sponsorship goal.
- Workshop budgets were adjusted based on Board comments during our last meeting.
- Website budget has been adjusted based on Board's approval via email.

Angela pointed out that we currently do not break-even and inquired if we should adjust the budget for revenues and expenses accordingly. Andrew stated that the revenue from the spring workshop should show the actual revenues and expenses breaking-even. The winter workshop was planned as a networking/recruiting event as opposed to a revenue-generating event. In the past, the winter workshop had served as a revenue-generating event.

Alex Dickey stated that the credit card processing for dinner meeting registration on the web site is up and running. The online registration requires credit card payment. Carla Flores asked if members could opt-out of the credit card payment and still register for the dinner meeting. This is not an option on the website at this time. In order to RSVP for the dinner meeting, members have to pay online. Flora Milans mentioned that both the Northern Virginia and the DC chapters do the registration and payment online. Evelyn Brown



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mentioned that DC has not heard any negative feedback with regards to requiring payment in advance on the website.

The following items are outstanding:

- PCI compliance questionnaire is due by the end of March. The web service provider will provide the responses.
- Online credit card registration for non-dinner events such as winter and spring workshops, networking events, etc. Corinne Dougherty mentioned the online registration for these events is expected to go live by the end of March.

Corporate Sponsorship

Eric Rasmussen received an inquiry from Innovation to see if they could become sponsors at a \$250-level. Eric sent the AGA Montgomery/PG sponsorship plan to the point of contact for Innovation. Given that our sponsorship levels start at \$1,000, Eric wouldn't recommend a lower level. The Board has two options:

- Create a lower-level of sponsorship
- Explain our sponsorship plan and ask them to join at the lowest (\$1,000) level

Stu Sklamm recommends creating a "Patron" level for those seeking to become sponsors on a level below the \$1,000. Evelyn Brown mentioned that it is important to understand what they are looking for when they become sponsors before we move ahead with considering changes in sponsorship levels. Mia Leswing suggests that we consider using the sponsor at the Awards Ceremony (May dinner meeting). Some Board members expressed their concern that if we create a lower level, higher level sponsors might go for the lower levels. Flora suggested that we table this item and consider changes in the sponsorship plan for next year.

With regards to the golf networking event, Tolu Shoyemi is working on setting up the happy hour event after the golf outing. Eric and Scott are currently working on providing attendees a lesson with a pro. For the day of the event, we will need about 6 volunteers. Board members are encouraged to contact Eric if they want to volunteer. As for the registration tables, Eric suggested that the Board members contact their respective firms to get the information/packages to be used for the presentation tables.

- E&Y ~ Angela Walter
- Clifton Gunderson ~ Doreen Shute
- KPMG and Savantage ~ Eric Rasmussen
- IMB ~ Alex Dickey
- PwC ~ Mike Loos
- Kearney & Co. ~ Hector Maysonet

Eric asked about what will be done with "no shows" that since we are requiring payments in advance. The Board advised that this event should follow the same cancellation policy for dinner meetings and other events. The cancellation policy is available on our website.

Program

Dawn Beatty mentioned that Larry Bedker is confirmed to be the speaker for the April meeting. As for March, Lisa Casias has not provided the topic of the presentation. The National President will be the speaker for May's awards dinner.

Community Services

Troy Hailey mentioned that the Habitat for Humanity community service event will take place in New Orleans April 27–April 30. Accommodations are being provided for \$30/person/night. The Chapter will



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sponsor one person to go. Mia and Evelyn mentioned that Doreen has gone in the past and will be going this year again, so they encouraged Board members to contact Doreen for details. The Chapter will also sponsor the t-shirts members will use while working for Habitat. As for the Montgomery/PG Habitat for Humanity event, Troy is coordinating the dates so that it does not conflict with the golf event, New Orleans Habitat or spring workshop.

Early Career

Christine Tritsch mentioned that she's coordinating an event with the Northern Virginia Chapter for the month of March.

Education

Carol Boothe gave a brief update for the spring workshop. Topics being considered include the following:

- Recovery Act (Tom James, GAO)
- Open Government Initiative ~ Data Quality from the Financial Perspective
- Technical Updates
- FACTS I and FACTS II Updates

Set agenda and topics are expected by the end of March.

Membership

Scott Turnbull mentioned that we had 87 suspended members; 37 of which have been reinstated. We also have 57 new members.

Scott is also planning a combined event (happy hour and/or bowling) with Early Careers for the month of April. Scott and Christine will also contact the Northern Virginia and DC chapters.

Webmaster

Corinne Dougherty stated that online registration and payment via credit card went live. Updates coming soon include registration for the spring workshop and golf networking event.

Corinne thank the Board for approving the increase on the web site budget and stated that the budget for future years should decrease since we won't have the cost of developing the processes for registration/payment.

Historian

Stu Sklamm mentioned that he is waiting for Jessica Jones to see when it is convenient to go to the archives and look at the files. We will need to go to National for historic chapter documentation from 1993–2009. The effort will take about one year.

With regards to the mentoring program, Stu has a list of Board members and the list of new members and will start matching up Board members with new members working on the same agency/company.

Other Items

- Andrew Lewis is working to put together the 2010–2011 Board. If any member is interested in participating in the 2010–2011 Board, please contact Andrew.
- Next dinner meeting is on Wednesday, March 17th.



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The meeting was adjourned at 1:00pm

Next Board meeting: Tuesday, April 13th @ 6:00pm (Ambrosia Grille)