



MONTGOMERY/PRINCE GEORGES COUNTY CHAPTER

Executive Committee FY 2009-2010 Meeting Minutes

September 8, 2009

Ambrosia Grille

Present: Angela Walter – President
Yehuda Schmidt – Past President
Andrew Lewis – Treasurer, President Elect
Alex Dickey – Co-Treasurer
Carla Flores – Assistant Secretary
Christine Tritsch – Early Careers
Hector Maysonet – Education
Carol Boothe – Education
AnLih Tung – Membership
Scott Turnbull – Membership
Corinne Dougherty – Webmaster
Doreen Shute – Special Projects
Flora Milans – Capital Region Vice-President Elect
Evelyn Brown – Capital Region Chapter Liaison

The meeting was called to order at 6:10pm

Recognition

Yehuda Schmidt requested information that is due to National on September 30th:

- How many new Board members does the Chapter have? There are nine new members in the Board.
- How many Chapter members belong to the Regional Chapter Board? There are four Chapter members that belong to the Capital Region Board.
- How many Chapter members belong to the National Chapter Board? There are no Chapter members in the National Board.
- How many members attended the SLM? One Chapter member attended the SLM.

Yehuda also introduced to the Board the brochure that's being used by the DC Chapter in order of the Board to decide if we would like to use the same idea as a marketing tool. The Board agreed to use the brochure for marketing and networking events. Corinne Dougherty volunteered to work on the brochure. Board members are encouraged to provide pictures and section ideas to Corinne. Ideas include:

- Membership
- Workshops
- CGFM

Minutes

The minutes to the Board meeting in July were sent to the Board via email by Angela Walter. Any changes to minutes should be sent using "track changes" mode in MS Word. Voting will also occur via email.

FY2008-09 Financials

Andrew Lewis presented the actual amounts for the FY2008-09 report.

- Revenue from membership dues decreased from FY2007-08 to FY2008-09.



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- Although revenue from dinner meetings increased from FY2007-08, it did not reach budgeted amount for FY2008-09.
- Program coordinators are encouraged to utilize their budgets to maximize the results.

Andrew also mentioned to the board that the tax return was due the week of the 14th, and that we would hopefully see the audit report on the FY2007-09 and FY2008-09 books by the end of September.

FY2009-10 Proposed Budget

Andrew presented the budget for FY2009-10. Major items include:

- Revenue for dinner meetings includes the new price for Federal employees of \$10 per dinner meeting instead of \$30.
- Sponsorship revenue includes an adjustment based on a \$3,000 collection in FY2008-09 that belonged to FY2009-10.

Alex Dickey gave an update in regards to the new credit card initiative. The first drafts of the credit card policies are forthcoming. Once the Board approved the policies, these need to be submitted to the bank for approval. In addition, the Chapter will need to reconsider how the credit card accounts are setup before we go into the design phase.

Program

Angela Walters spoke about the program on behalf of Dawn Beatty. The first dinner meeting for this program year is on September 15th. There is an idea for a “Networking” topic for a dinner meeting. Dawn is requesting around \$300 for the airfare of the speaker she has selected. The speaker will waive the speaker fee, as well as lodging. Doreen Shute and Flora Milans asked for Dawn to provide other alternatives before the Board takes a vote, including the consideration of local speakers, members of National, or members of the Regional chapters.

Angela also mentioned that Dawn is looking for an IT topic. The Board is encouraged to send any suggestions to Angela and Dawn. Lastly, the October dinner meeting will be done in conjunction with the Northern Virginia Chapter (NOVA).

Community Services Plan

Angela presented community services updates on behalf of Troy Hailey. Doreen is assisting Troy in coordinating the December event (Holiday Celebration for Underprivileged Parents and Children at a Local Church).

Early Career

Christine Tritsch spoke about the Early Career’s kick-off event, which was scheduled to be a joint event with NOVA on the week of the 14th. The event will be scheduled for the week of the 14th, but will be done separately from NOVA. There is also a University of Maryland University College (UMUC) cook-out event in the works. CG has offered to provide the location for the event, but we’ll need to provide the grill.

MPG Board members participated on an UMUC networking event. Ten new members signed up as a result of this event.

Membership



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Scott Turnbull presented to the board the list of members that are in “suspended” status. Scott encouraged Board members to reach out to those members they know on a personal or professional level outside of AGA to motivate them to rejoin and become active members of the Chapter.

After a brief discussion with Andrew and Alex, it was decided that for each dinner meeting, Scott and/or AnLih will greet members at the door to ensure that new members are welcomed. It will also allow for new members to benefit from the free dinner incentive.

Flora also suggested getting a list of Chapter members that are CGFM and publishing in the newsletter and/or website.

Education

Carol Boothe and Hector Maysonet presented the ideas for the winter workshop. The workshop will be planned for the first (3rd or 4th) or second (8th or 10th) week of December. The following topics are being considered:

- Ethics – 4 hours in the afternoon
- Data Mining
- Implementing CORE Accounting Systems (Best Practices)
- Changes in Treasury Requirements (e.g., changes in reporting, changes to the website) – 1 hour
- Changes in Accounting Standards
- Preventing Fraud, Waste and Abuse (Panel Discussion) – 1 hour

Andrew mentioned that in order to accommodate our target audience, we should consider a location in Montgomery County. Some suggestions include: DOE, NIST, NRC, UMUC. Also, in deciding who will be presenting the Ethics discussion, it is important to keep in mind that it needs to be NASBA-approved. If we cannot get an affordable 4-hour Ethics workshop, then the workshop will be planned for half a day.

The workshop will be announced as an upcoming event in the September monthly email from Corinne. Details will be announced in the October monthly email.

Webmaster

Corinne Dougherty spoke about various topics related to the MPG Chapter website.

- New Board Members pictures – Corinne will take pictures of the new Board members to post on the website. Members can also send professional pictures to be posted on the MPG Board web page.
- Suggestions – Corinne encouraged Board members to send her material for the website, including suggestions, pictures, etc. It was mentioned that Flora participated on the Panel of the joint event with NOVA. Pictures and a summary of the event will be published.
- Annual website contest – MPG won 1st place on the 2009 AGA Chapter Website Competition. Corinne was invited to participate on a task force to modify the criteria for the competition. The new criteria is expected to be announced around November 1st. Our website might need to be updated to meet the new criteria.
- Careers – The employment link in the website currently links to the AGA National job search. Local, State and Federal job opportunities are posted for free on the website as they come in. An EPA job offer is forthcoming. MPG does not post job opportunities for the private sector. Sponsors have a link to their websites where people can see their job announcements.

Other



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- West Virginia has one new Chapter installed. MPG promised a donation of \$250 to all new WV Chapters installed.
- Consider LinkedIn for Membership announcements and networking.
- Consider Facebook for Early Careers announcements and networking.

The meeting was adjourned at 7:45 pm

Next Board meeting: Tuesday, October 13th @ 12:00n (Conference Call)