

**AGA New York Capital Chapter  
2009 - 2010 Executive Committee Meeting  
Minutes for October 13, 2009 Meeting, 3:30 pm – 5:00 pm  
Location: NYS Department of Labor, Albany, NY**

**ATTENDEES:**

<b>Officers Attending:</b>			
A. Marsh	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
A. Zibella	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
S. Taleporos	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
K. Schanzenbach	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
T. Melendez	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
S. Coons	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

<b>Directors Attending:</b>			
S. Ray	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
C. Almonte	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
D. Franklin	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
D. Hancox	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
M. Junco	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Others In Attendance:

<b>Action Items</b>			
	<b>Action Item</b>	<b>Responsible Person</b>	<b>Status/ Due Date</b>
1.	Grant Rick Sturm access to checking account.	Scott Ray	11/10/2009
2.	Send back-drop CPA contract info to Mike Abbott and Sigrid Coons.	Thalia Melendez	11/10/2009
3.	Put CGFM book loan policy on the website.	Thalia Melendez/Laura Brown	Done
4.	Long-term goals of chapter, member centric report, strategic plan updates.	All	On-going
5.	Contact Mike Morrell and give him contact information for Rick Sturm	Brian Gee	Done
6.	Email audit policy to Shelly Taleporos to include in minutes	Rick Sturm	Done
7.	Send referrals of CPA firm contacts to Mike Abbott	All	10/30/09
8.	Find out more information about "Accountability Outreach Chair" position from AGA National.	Ann Marsh / Ray Harris	11/10/09
<b>Decisions Made</b>			
1.	<b>Motion:</b> To accept agenda as presented. Motion by: Rick Sturm, Second by: Linda Zinzow; Passed unanimously		
2.	<b>Motion:</b> To accept September 9, 2009 CEC minutes. Motion by: Deanna Franklin, Second by: Kirk Schanzenbach; Passed unanimously		
<b>Discussions Held</b>			
1.	<b>Review of Action Items</b> <ul style="list-style-type: none"> <li>Audit committee tasks have been outlined and emailed to the CEC for discussion (see audit committee tasks below) and approval. Mike Morrell will be performing a review for the chapter fiscal year ended June 30, 2009. The review is expected to be completed by 12/31/09.</li> <li>Marcella Junco emailed the Constant Contact email list to ensure they were receiving</li> </ul>		

	<p>the emails. Marcella and Shelly Taleporos have followed up on the email addresses of people that were not receiving the emails and are working on obtaining correct email addresses.</p> <ul style="list-style-type: none"> <li>• Thalia Melendez will get the information on the CGFM book loan program to Laura Brown for posting on the website.</li> </ul>
2.	<p><b>Education</b></p> <ul style="list-style-type: none"> <li>• The 2009-2010 Program Guide is ready; Brian Gee will pick up the guides from the printer.</li> <li>• There has been good attendance at the audio conferences. Upcoming events include a tax update program targeted towards CPA firms.</li> <li>• The annual Fraud Conference will be held on November 23<sup>rd</sup> and 24<sup>th</sup>.</li> </ul>
3.	<p><b>Membership</b></p> <ul style="list-style-type: none"> <li>• October GAR Report from AGA National shows the chapter has 298 members</li> <li>• Sigrid Coons and Ashley Weil visited Siena College to discuss the CGFM certification and the chapter with students. A visit to SUNY Albany is being planned for the spring.</li> <li>• The membership committee will be using the e-memberships for professors to contact colleges.</li> </ul>
4.	<p><b>Captains Program</b></p> <ul style="list-style-type: none"> <li>• There are 3 members who agreed to be Captains for their work locations. More people are needed to participate. Please contact Sigrid Coons if you are interested or know someone who is interested in the program.</li> </ul>
5.	<p><b>Community Service</b></p> <ul style="list-style-type: none"> <li>• The golf tournament raised \$800 to benefit the Childrens Hospital at Albany Medical Center.</li> <li>• There are currently 6 members signed up to help at the City Mission event – more volunteers are needed.</li> <li>• The AGA team raised over \$800 to benefit the American Diabetes Association during their Step Out to Fight Diabetes Walk.</li> </ul>
6.	<p><b>TCTC Update</b></p> <ul style="list-style-type: none"> <li>• The TCTC will be held March 15<sup>th</sup> through the 17<sup>th</sup>, 2010. The tracks and the programs for the event have been determined. It appears the prices will remain the same as last year.</li> </ul>
7.	<p><b>AGA National Initiatives</b></p> <ul style="list-style-type: none"> <li>• AGA National has developed a new chair position: “Accountability Outreach Chair.”</li> <li>• The position will primarily handle the publicity and development of Citizen Centric reports. Ann Marsh and Ray Harris will find out more information regarding the position.</li> </ul>
8.	<p><b>Other Items:</b></p> <ul style="list-style-type: none"> <li>• Newsletter will be ready for distribution by 10/16/09.</li> <li>• Sectional Leadership Meeting (SLM) will be in Baltimore April 23<sup>rd</sup> and 24<sup>th</sup>. Incoming VPs of Education and Membership will be requested to attend.</li> </ul>
	<p><b>Next Meeting:</b> November 10, 2009 at NYS Dept. of Labor 3:30 pm-5:00 pm</p>