

AGA NY Capital Chapter Executive Committee Meeting May 12, 2008

ATTENDED: ✕ indicates present

Officers Attending:			
B. Gee	✕ ☎ □	J. Flinton	□ ☎ □
A. Zibella	✕ ☎ □	R. Harris	✕ ☎ □
M. Junco	✕ ☎ □	A. Marsh	✕ ☎ □
M. Abbott	□ ☎ ✕	R. Mazula	✕ ☎ □
L. Brown	✕ ☎ □	K. Schumaker	□ ☎ □
T. Melendez	□ ☎ □	S. Trzcinski	□ ☎ ✕

Directors			
C. Almonte	□ ☎ □	S. Ray	✕ ☎ □
J. Cox	□ ☎ □	K. Schanzenbach	✕ ☎ □
D. Dowd	✕ ☎ □	S. Taleporos	✕ ☎ □
D. Hadley	□ ☎ □	N. Van Hoesen	□ ☎ ✕
M. Lindemann	□ ☎ ✕	L. Zinzow	✕ ☎ □

Action Items

	Action Item * Denotes carry over from previous meeting	Responsible Person	Status/ Due Date
1	Send out May 2005 policies and procedures with updates to CEC for feedback.	Brian Gee, Amanda Zibella	6/11/08
2	Send out letters to CPA firms.	Thalia Melendez, Brian Gee	6/11/08
3	Plan CEC meeting for early June to discuss Chapter's technology plan.	Brian Gee	6/11/08
4	Provide name of possible auditor to Shelly Taleporos.	Brian Gee	6/11/08
5	Research QuickBooks on-line version and obtain the trial version.	Suzanne Trzcinski / Scott Ray	6/11/08
6	Send an email to awardees requesting their attendance at the June Awards luncheon.	Brian Gee	Done
7	Work on correlating the replies in the membership survey	Kirk Schanzenbach	6/11/08
8	Purchase \$25 Simply Certificates for the three winners of the membership survey raffle.	Brian Gee	Done
9	Post the names of the winners of the membership survey raffle on the website.	Laura Brown	Done
10	Check date of NYSICA monthly event to ensure it doesn't conflict with May event.	Mike Abbott	Done
11	Send out email to CEC for any additional items needed for the charity event at the Ronald McDonald house	Brian Gee	Done
12	Send out email to members notifying them of the change of date for the May event	Shelly Taleporos	Done

Decisions Made

1	Motion: Approve agenda as modified to include TCTC update. Motion by: Marcella Junco, Second by: Ray Harris, passed unanimously.
2	Motion: Accept minutes from March 10, 2008 CEC meeting. Motion by: Ray Harris, Second by: Roger Mazula, passed unanimously.
3	Motion: Accept minutes from April 14, 2008 CEC meeting. Motion by: Scott Ray, Second by: Amanda Zibella, passed unanimously.

Other Meeting Notes:

Welcome – Discussion of prior action items. The minutes from both the March and April CEC meetings were accepted.

PDC – The winners of the AGA national awards, which will be presented at the Professional Development Conference (PDC) in Atlanta, July 27-30, will be announced soon. The Chapter made several nominations. The Chapter's donation to the PDC raffle will be a collection of items from the Capital Region and possible gift certificates/cards as well. The Chapter has been given a number of hotel scholarships for members to attend the PDC.

Leadership Conference – The annual Leadership Conference was held on the Empire State Plaza on May 8th. The Chapter presented an award to Schenectady Mayor Brian U. Stratton. The conference was very well attended. Thalia Melendez represented the chapter at a table during the conference.

Technology Update – Brian Gee reached out to the vendors recommended by Aram Taleporos to get estimates on the cost of implementing the technology plan. It will take some time to talk with the vendors and work out the specifics of what is going to be needed. Suzanne Trzcinski and Scott Ray will research QuickBooks on-line version and obtain the trial version to test out.

Awards Luncheon – The Chapter's annual Awards Luncheon will be held on June 11th at Wolfert's Roost. A number of awards will be presented including: "Tone at the Top", "Corporate Sponsor Award", and a "Distinguished Service Award". In addition, the gavel will be passed to the current President-Elect, Amanda Zibella. All members are encouraged to attend.

TCTC Update – The chapter received a check in the amount of \$10,000, which represents a portion of the revenue from the TCTC. There will be more money received in the future. Next year's TCTC will be held on March 16-18th, 2009.

Membership Survey – 121 members responded to the membership survey. The questions were the same as last year's membership survey. A comparison of the current survey results and prior results revealed the following:

- Number of Early Career members has declined
- Number of members that hold CPA certifications has increased
- Attending training events is still the number one reason for membership
- Most people prefer to get updated on member events through email.

All members who responded to the survey were entered in a drawing to raffle off three \$25 Simple Certificates. Dianne Hart (OSC), Brian Counterline (KPMG), and Stephanie Vroman (OSC) were the winners of the raffle.

Governance Survey – There were 16 responses to the Governance Survey that was sent to the CEC. The responses showed that many areas, including orientation to new CEC members improved, and many areas remained the same.

Miscellaneous – The May event at the Albany Art Institute will be moved to the end of the month. Volunteers are still needed for the Ronald McDonald House charity event on May 16th. The CEC will have a brief meeting on June 11th at the conclusion of the Awards Luncheon.