



Minutes for Executive Committee Meeting
November 12, 2024

Name	Present Y N	Name	Present Y N	Name	Present Y N
Kelly Berger-Davis	<input checked="" type="checkbox"/> <input type="checkbox"/>	Jordan Hayes	<input type="checkbox"/> <input checked="" type="checkbox"/>	Kevin O'Connor	<input checked="" type="checkbox"/> <input type="checkbox"/>
Bryan Cottrill	<input checked="" type="checkbox"/> <input type="checkbox"/>	Sandy Hegarty	<input checked="" type="checkbox"/> <input type="checkbox"/>	Tiffany Ridenbaugh	<input checked="" type="checkbox"/> <input type="checkbox"/>
Richard Cunningham	<input checked="" type="checkbox"/> <input type="checkbox"/>	Erin Hill	<input type="checkbox"/> <input checked="" type="checkbox"/>	Amanda Stidham	<input checked="" type="checkbox"/> <input type="checkbox"/>
Derek Farwick	<input checked="" type="checkbox"/> <input type="checkbox"/>	Mike Howard	<input type="checkbox"/> <input checked="" type="checkbox"/>	Isaac Ulery	<input checked="" type="checkbox"/> <input type="checkbox"/>
Tony Tertuliani	<input checked="" type="checkbox"/> <input type="checkbox"/>	Jessica Martin	<input type="checkbox"/> <input checked="" type="checkbox"/>	Jason Ward	<input checked="" type="checkbox"/> <input type="checkbox"/>

Executive meeting was called to order at 11:31 a.m.

Minutes from the September 24, 2024 meeting were approved. Tiffany Ridenbaugh motioned for approval, Kevin O'Connor seconded.

Agenda

- Education Committee (Kevin/Rich/Amanda)
 - 2024 PDT
 - Final registered – 194 (compared to 160 in prior year) – this includes some speakers who also attended some sessions & 15 people who only attended 1 day of the conferene.
 - 63 final survey responses so far, compared to only 16 in prior year
 - Responses have generally been positive. Will have an Education Committee meeting Dec. 3 to discuss survey and comments.
 - Education Committee will start planning 2025 PDT after year end. Quest is holding Tuesday and Wednesday October 21-22, 2025 for next year’s PDT, although no formal signed contract yet.
 - Some PO billings and information are still pending, but sounds like we did well financially. Briefly discussed some of the billing issues.
 - Monthly Sessions
 - 12/3/24 – Top 10 Security Weaknesses Every Organization Must Address Today
 - Working on January – June schedule
 - Bond Disclosure
 - Cybersecurity 2025 Update
 - OCS Update
 - 4/1/2025 – Fraud Case Study dealing with Competitive Bidding
- Treasurer (Mike)
 - Form 990 – CEC Review was determined not necessary.
 - October 2024 monthly financial packet e-mailed to Board on 11/4/24 – including detailed Transactions by Account, Journal & 5/3 Checking Account Register reports.
 - 10/31/24 net asset \$67,214
 - 11/14/24 next Treasurer’s Quarterly Chat.
- Chair Reports/Discussions



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President (Erin)

- No Update

President Elect (Kelly Berger-Davis)

- President Elect 7/1/25 – start thinking about if interested in position
- ACE Awards: Submitted ACE Pulse Check #1 on 10/29/24
- LEAD 2025 – 4/24/25 – 4/26/25 – NCC Rep (Derek) & President Elect (Kelly) – both submitted LEAD 2025 Interest Form on 10/31/24. Still need to register once receive link from national – required by 1/15/25.
 - 2025-2026 NCC Rep. required to attend
 - Plus 1 additional chapter officer for the 2025-2026 program year is eligible. Motion by Rich, second Isaac
 - 12/17/24 Update: Due to Kelly no longer able to attend, Rich will attend in her place (immediate past president – was unable to attend last year) – vote taken via e-mail – passed.
- Reminder to verify that any communications you send/post have the rebrand/new logo
- Considering having annual chapter evaluation/audit done earlier – confirmed with Danny Sklenicka that he will do it again this year – need to determine timeframe covered.
- If aware of anyone else interested in serving on Exec or Edu Committee, please have them reach out to Kelly.
- Discussed goals for each Chair – key performance indicators.

National Council of Chapters Representative (Tiffany)

- E-mailed 10/30/24 NCC meeting slides/notes to CEC
- Next meeting in 2/2025, then 4/2025 will be Dereks first quarterly meeting

Accountability (Isaac)

- CCR uploaded to ACE 10/28/24; posted to our website, e-mailed to members & national 10/29/24

Community Service (Jason)

- Working on:
 - Donation to Luthran Services for \$100 will happen soon
 - A donation attached to a fall monthly webinars offered around the holidays where the money goes to the Mid-Ohio Food Bank
 - A stand-alone event

Membership (Jessica)

- Member Update - 327 members currently (351 in October 2023), with 10 new members in September & October.

Communications/Social Media (Derek)



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- Sent out monthly session

Social (Bryan)

- 10/21/24 - Happy hour at Liberty Tavern after day 1 of PDT
- Spring golf outing planned
- Possibly plan family zoo outing in spring

Newsletter (Jordan)

- Send info for Q1 newsletter as obtain - posting around 1/15/25

Professional Certification (Erin)

- Old study guides given out at PDT – first-come-first-serve basis.

Scholarship & Awards (Tiffany)

- COAGA's Excellence in Government Leadership Award presented to Dr. Carri Brown from Fairfield Co. at PDT
- Submitted Dr. Carri Brown to National AGA to be considered for the *National* Excellence in Government Leadership Award
- Will begin working on scholarships after first of year

Bylaws/Sponsorship (Sandy)

- Updated & sent to President Elect & Exec Committee for review on 11/8/24, and updates made 11/12/24.
- In accordance with Section 2 of Bylaws, must obtain approval, in writing, from at least 20 COAGA members.

Website (Tony)

- Send any updates to Tony
- Other Chapter Business/Discussion
 - Next Meeting – January 28, 2025 at 11:30 a.m.

Bryan Cottrill motioned to adjourn the meeting, at 12:20 p.m., Isaac Ulery seconded.

Respectfully submitted, Kelly Berger-Davis, Secretary