

## ***AGA Chapter CEC Meeting Minutes***

**Date and Time:** January 16, 2018 at 11:54 AM

**Location of Meeting:** Burton Cross Building, 4<sup>th</sup> Floor, Room 400

### **List of Attendees – Name and Title:**

- Shirley Browne – President
- Phillip Platt – President-Elect
- Laurie Andre – Treasurer
- Andrea McKay – Community Service
- Tammy Chase – Membership
- Darrolyn Worcester – Programs & Technical
- Elise Jordans – Education
- Will Korth – Professional Certification (CGFM)
- Darryl Stewart – Media
- Doug Cotnoir – Awards
- Faith Talbot – Bylaws
- Bethany Perry – Early Careers
- Mitch Boynton – Communications
- Angela Dickinson – Communications/Historian

### **Opening Remarks:**

President Browne thanked everyone for coming and extended a welcome

Proceeded with Meeting Agenda

### **Shirley Browne-President:**

Provided information regarding SLM for May; mentioned the CRP points value associated with ideas for Best Practices; looking to provide details in each area for Newsletter earlier; discussed suggestions for filling President-Elect position for 2018-2019 year-will do personal outreach

### **Phillip Platt-President-Elect:**

Nothing to report

### **Kim Hall-Secretary:**

Absent

### **Laurie Andre-Treasurer:**

Reviewed Treasurer's Report and Budget:

- Webinar Amount – Pay as you go for batch purchases; will bill at the end of the year for unused spots
- President looking for max amount budgeted for speaker gifts
- Budgeted amount for Gifts is \$200, President-Elect thought line item was underbudgeted
- Previous speaker gifts were Museum items; President has expenses of \$26 for Jan speaker
- \$74 spent plus \$26 equals \$100; \$100 of \$200 remaining; spend \$15/20 per gift moving forward
- Miscellaneous line item budgeted for \$500; President-Elect thought overbudgeted
- Suggestion was made for Treasurer to breakdown Budget from annual to monthly

#### **Doug Cotnoir – Awards:**

Will look into National awards and process

#### **Faith Talbot – Bylaws & Policies:**

Preparing CCR for 2018; estimated completion by June

#### **Andrea McKay-Community Service:**

Continuing collection for Homeless Shelters until end of February; Collection for the Home for Little Wanderers was dropped off; Suggestions were made for March and April community service projects: Backpacks for Augusta YMCA after school program and/or Collections for Animal Shelter; May CS project is annual Bowl for Kids' Sake

#### **Mitch Boynton/Angela Dickinson-Communications:**

Received some items currently for newsletter

#### **Bethany Perry-Early Careers:**

Will reach out to Business and Accounting sections at local schools

#### **Elise Jordan-Education:**

Next Lunch and Learn scheduled for February with Darryl Stewart; Topic: Confidentiality; Suggested a L&L on Data Breach from Consumer Protection and L&L on Ethics from Human Resources

#### **Tammy Chase-Membership:**

Reviewed 2016/2017 member resignation list; contacted 2 people at DHHS about membership; ideas are welcome for membership recruitment event to highlight what AGA has to offer; check into AG and Audit for new members; Tammy to assist Darryl with event and meeting photos

#### **Will Korth-Professional Certification (CGFM):**

Verbally contacted DHHS SC people to find out what the roadblocks are to obtaining certification; how to address financial and life issues; to look into CGFM month in March

**Darrollyn Worcester: Programs & Technical:**

February speaker either Will or David from Consumer Protection to discuss Data Breach; March speaker potentially Eric, the Superintendent of Insurance; and April speaker will be Greg from BABLO

**Miscellaneous Information:**

Ongoing effort to get members interested in CEC leadership

**Closing Remarks:**

President thanked everyone for coming.

**Meeting adjourned 12:33PM**

Respectfully Submitted by,

**Angela Dickinson**

AGA Maine Chapter Historian/Co-Director of Communications