

# Tuesday, August 9, 2022, 5:30 PM

# Chapter Executive Committee Meeting

# Minutes

By Zoom

**Call to Order** – President Tracie Hodge called the meeting to order at 5:30pm. The following officers and directors were in attendance:

Chapter Officers:

Tracie Hodge, President

John Beall, President-Elect

Pete Walker, Treasurer

William Knight, Treasurer-Elect

Pam Ray, Secretary

Board Members:

Angie Robertson

Sue Graham

Patrick Cowen

Melinda Miguel

Patricia Manning, Past President

Officers and Directors not present:

Antonio Murphy

Brittnee Clark

Justin Evans

Angela Rowe

**Meeting Quorum** – Pam Ray indicated a quorum was present. A quorum is reached when 50% plus 1 are in attendance.

**Prior Meeting Minutes** – The June CEC meeting minutes were presented by Pam Ray with new edits to be incorporated. Sue Graham made a motion to accept the minutes with edits and Angie Robertson seconded. The vote was held and passed.

# New Business:

# ACE Goals

# Tracie Hodge indicated that the goals are due to National by August 1st and that she will work with John Beall to get these submitted. The same goals will be maintained from last year. John indicated that he is now able to log into the National site to assist with these updates.

# Contract with Capital City Country Club

# Tracie Hodge asked the committee whether the contract had been received. Patricia Manning confirmed receipt and agreed to send the contract to Tracie to sign and execute.

# Contract with FSU Turnbull Center

# Tracie requested the status of the contract and Patricia Manning confirmed that she had it and would send to Tracie.

# Conference i/o Contract Renewal

# Tracie stated that the contract renewal was due to National yesterday at the same price. Angie Robertson confirmed the cost in the 2023 budget. Patricia Manning motioned to continue to contract with this company, Pam Ray seconded, and the vote carried.

# Webinars

# Sue Graham offered to contact the SBA about hosting these webinars in a group setting. Patricia Manning questioned whether National had lifted the virtual only option limiting the number of logins to 30. She suggested that we get clarification from National since the website had not been updated for 2023.

# Angie Robertson suggested we select the webinars and the following 6 were selected for 2023 at the cost of $337 each:

# Communications 9/28/22

# Ethics 11/2/22

# Risk Management 12/14/22

# Uniform Guidance and Grant Accounting 1/11/23

# Cybersecurity 3/22/23

# Fraud/Data Analytics 5/10/23

# Luncheon Speakers

# Christina Smith - Governor's Grants Office - 850.717.9392

# Steven Henry EOG 850.717.9264

# Ash Williams Retired SBA

# Julie Jones, Deputy CFO

# Don Rubottom, Staff Director, PIE

# Jeremy Rodgers, CISO for Florida Digital

# Mary Ellen Klas, Miami Herald

# Clifford Stokes, FSU

# Kerrie Stillman, Executive Director Ethics Commission

# Brent Sparkman, CRI, 850.528.5684

# Amanda Campen, Cohn Resnick, (201) 694.3846

# Brian Hunter, EOG, 850.717.9264 re: City of Opalocka (he spoke at PDT 2 years ago)

# Michael Yaworsky, Vice Chair, Florida Gaming Commission 850.251.3350

# Louis Negret, FDLE 850.410.8283

# Sherrill Norman 850.412.2748

# Todd Woodward, 850.559.2734, can talk about anything computers, security, etc.

# AGA National President

# We should also ask if Ann Ebberts, the AGA CEO will come present at the GTE. We won't incur any expense for Melinda, and Ann has never been here.

# Florida Palm speaker in the spring

# Luncheon CPE Certificates

# CPE certificates will be sent via conference i/o. For those who do not sign in with conference i/o and attend in person, Tracie recommended that we ask them to provide their email address in order to email their certificate to them after the luncheon.

# Citizen Centric Report

# Patrick Cowen offered to train John Beall and indicated that they had talked this week. John agreed to reach out to Patrick if he has any questions. John will also verify the due date.

# CGFM Training Post Dates

# Sue Graham confirmed that the date for the CGFM training for Part 2 of the exam is scheduled for October 12-14, 2022. Pam Ray will send out the registration notice. Sue agreed to verify the cost which is set to break even if 30 attends. Angie Robertson said that the budget for that line has additional funds if the number goes below 30.

# Website Updates

# Pam Ray requested the amended bylaws from Justin Evans and the Citizen Centric Report for 2021 from Patrick Cowen. The bylaws were sent out and Patricia Manning offered to send these to Pam. The information for the AGA Education Scholarship needs to be updated for 2023.

# Annual Audit Review

# Angie Robertson confirmed that Megan Gaillard will perform the review again this year.

# 2022-2023 Budget Approval

# Angie Robertson made one edit to add $400 to the webinar budget line. Pam made the motion to approve the budget as amended, Melinda Miguel seconded the motion.

# GTE Planning

# Date – 2/9/23 – 2/10/23

# Price – To be determined

# In-person only or Hybrid offering – Tracie asked about the hybrid offering last year and if it worked well. Angie said there were problems when the attendee registered one way and then wanted to change to the other format. Discussion continued about whether the attendance would suffer if virtual was not offered. Patricia stated there were instances where the virtual attendees could not access the training for whatever reason, such as internet connectivity, older computers, etc, and the chapter would be seen as responsible when they were not. Patricia said it was a lot of work but offered the suggestion that the monitors should not also be attendees so that they can be available to answer questions, etc. Tracie offered that perhaps those who work the conference would not be expected to pay for registration. Angie recommended that we table this decision for the next meeting. The critical components are finalizing the Turnbull Contract and the caterer.

# Sponsors/Exhibitors – Workday, KPMG, Thomas Howell Ferguson

# Old Business:

# Patricia Manning asked for suggestions for Community Service projects. Angie confirmed the budget at $1,000 for these projects in addition to donations. Some projects in the past include:

# Wreaths Across America

# Ronald McDonald House

# Elder Care Services

# Refuge House

# Homeless Coalition

# The Carney Center

# Children’s Angel Tree

# Ladies Learning to Lead

# Committee Reports:

# Membership

# Sue Graham reported 274 members and agrees to continue in this role for one more year. Tracie Hodge asked for a volunteer to shadow Sue this year and to take over this role beginning next year. Patricia recommended contacting members directly to see if they are willing to serve. Pam also suggested making announcements for vacant chairs at the luncheons.

# No Committee Reports Requested

# Awards

# Records Management

# Early Careers/Student Membership

# Education

# Bylaws

# Chapter Recognition Program

# Website/Newsletter

# Other Topics:

# Next CEC Meeting

The next CEC meeting will be held via zoom September 13 at 5:30 pm.

# Adjournment

There being no further business before the CEC, the meeting was adjourned at 6:55 pm.

Respectfully submitted,

Pam Ray

Secretary