



**Executive Committee Meeting Minutes**  
**Topeka Chapter**  
**May 17, 2017**

**Members Present:** Walt Darling, CPM; Nicole Malott, CGFM

**Meeting Location:** Norsemen Brewery; North Kansas Avenue; 5:15 PM

- ❖ Discussed minutes of the April 25, 2017 meeting. Meeting minutes will be completed by Amy and sent via email for corrections or approval.
- ❖ Nicole and Amy attended the Senior Leadership Meeting (SLM) in Kansas City. Nicole noted that while some items brought up by National were the same as at other meetings, a couple items were new. These included:
  - Consideration of a name change for the organization.
  - The websites provided by National will soon have a registration option that Chapters can use for members to register for upcoming events.
- ❖ Upcoming Chapter events: June 14<sup>th</sup>; This date is proposed for a five CPE event, which would include Russell Shipley presenting his 2 CPE presentation on Fraud and the use of Internal Controls; an HR professional advising on how to have difficult conversations with staff; and a 2 CPE webinar on Fraud, provided by National AGA. The event would include a break for lunch, included in the registration fee. The event will be held at the Tuttle Creek Room at the Topeka Water Treatment Plant at 1-70 and McVicer.
- ❖ Nicole presented the Board with the May Monthly Financial report. No expenses have been noted to date and none are expected as no activities are planned for the month.
- ❖ Discussed information available on free webinars (usually 4 to 6 per year). National AGA advance notice – need to watch for notices.
- ❖ Walt noted that the Chapter website had been updated to include the April newsletter.
- ❖ Chapter Announcements – Walt noted that with the coming year we need to announce our new officers. This requires a write-up for the local newspaper, which is needed soon.
- ❖ Chapter Recognition – Will need to verify with Regional Officers and may need to hold a separate meeting to develop our final points for the year.
- ❖ Loose Change Jar Donations for June will be Doorstep.
- ❖ Walt and Nicole noted Amy's absence due to sickness and wish her well.
- ❖ The next meeting is scheduled for June 21, 2017 and will be held at Norsemen Brewing at approximately 5:15pm.
- ❖ The meeting was adjourned at 6:15 pm.