

**AGA New York Capital Chapter
2009 - 2010 Executive Committee Meeting
Minutes for February 9, 2010 Meeting, 3:30 pm – 5:00 pm
Location: NYS Department of Labor, Albany, NY**

ATTENDEES:

Officers Attending:			
A. Marsh	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
A. Zibella	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
S. Taleporos	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
K. Schanzenbach	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
T. Melendez	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
S. Coons	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
N. Van Hoesen	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
R. Mazula	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
R. Harris	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
M. Abbott	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
D. Harrington	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
L. Brown	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Directors Attending:			
S. Ray	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
C. Almonte	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
D. Franklin	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
D. Hancox	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
M. Junco	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
M. Lindemann	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
J. Cox	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
R. Sturm	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B. Gee	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
L. Zinzow	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Others In Attendance:

Action Items			
	Completed Action Items	Responsible Person	Status/ Due Date
	None reported.		
	Outstanding Action Items	Responsible Person	Status/ Due Date
1.	Put CGFM book loan policy on the website. (Ann Marsh has some rewording to offer)	Thalia Melendez/Laura Brown	03/09/2010
2.	Long-term goals of chapter, member centric report, strategic plan updates.	All	On-going
3.	Mike Morrell has all information and will be starting the review for the fiscal year ending June 30, 2009.	Brian Gee	03/09/2010
4.	Develop policy regarding speakers' not receiving payment that want to attend other parts of event. (Ray to write-up speaker guideline. To be voted on at next meeting.)	Ray Harris	03/09/2010
5.	Follow-up with NYS Dept. of Labor regarding outstanding invoices for AGA memberships.	Shelly Taleporos	03/09/2010
6.	Look at developing method to follow-up with members who have not renewed their membership.	All	On-going
7.	Follow-up on AGA "Accountability Outreach Chair" position.	Ray Harris	03/09/2010
8.	Develop Awards page and FAQ pages for website.	Laura Brown	03/09/2010
9.	Regarding Advantage Renewal—follow-up on the invoicing side of the process.	Sigrid Coons	03/09/2010
10.	VPs are to submit awards nominations to Brian Gee. For National awards the submissions should be asap.	Brian Gee	03/16/2010
11.	Prepare summary of attendees at each of the audio conferences.	Mike Abbott	03/09/2010
12.	CEC members are asked to submit any suggestions/comments about Audit procedures.	Rick Sturm	03/09/2010
13.	Contact DOT (Linda Zinzow), Tax and Finance (Dave	Linda Zinzow	03/09/2010

	Hancox), OMIG (Laura Brown) about holding information sessions at each agency.	Dave Hancox Laura Brown	
Decisions Made			
1.	Motion: To accept agenda with adjustments. Motion by: Passed unanimously		
2.	Motion: To accept January 12, 2010 CEC minutes. Motion by: Passed unanimously		
3.	Motion Proposal: To increase the budget for PDC attendance from \$1,500 to up to \$4,500 with the understanding that attendees ask their employer for any travel reimbursement. Votes: 9 in favor, 1 opposed.		
4.	Motion: To adjourn. Motion by: Passed unanimously		
Discussions Held			
1.	Speaker Policy <ul style="list-style-type: none"> • TCTC allows free speakers to attend the other TCTC sessions for free. Ray recommends allowing free speakers to attend conference sessions for free. Dave Hancox and Linda Zinzow supported this position. Basis for this is that even though speakers do not charge a fee to present, there is preparation work that must be done in order to present a good presentation. • Scott Ray would like to see this written up as a formal policy. 		
2.	Membership Update and Initiatives <ul style="list-style-type: none"> • OSC held a pizza party to provide AGA information to potential members. Employees from the Local Government, SGA and PARS units at OSC attended this function. There was good attendance. There was membership interest expressed by attendees. • It was suggested DOT, Tax and Finance, and OMIG hold informational sessions about AGA. Sheila Emenger possible contact at OMIG, Jim Brunt possible contact at Tax and Finance, Linda Zinzow possible contact at DOT. • Sigrid Coons has put together the Advantage Invoice. Linda Zinzow is trying to get this through at DOT, Thalia Melendez and Walter Irving are working on this at OSC. • There has been coordination issues with renewing members covered under the Advantage Program. 		
3.	PDC Budget <ul style="list-style-type: none"> • This year the PDC is being held in July. We have \$1,500 reserved and based upon preliminary estimates this will not adequately cover costs. Agencies are not able to help employees with this expense due to budget constraints. For planning purposes we need to work on this now. • Registration is usually \$775, Air fare approximately \$300-\$400, and hotel accommodations (two attendees will receive hotel scholarships). • Shelly Teleporos suggested the PDC budget be increased to assist attendees with the expenses of attending the PDC. A proposal was made to increase the PDC budget from \$1,500 to up to \$4,500. 		
4.	Awards-Nominations For National Awards Nominations the following suggestions were made: <ul style="list-style-type: none"> • Achievement award: approach Joan Sullivan; Educator award: Leroy Mitchell; I-Horn-Gary: Bob Attmore; Emerging Leader: Amanda Zibella; Chapter Service award: Roger Mazulla; Outstanding Achievement: Lynn Canton 		
5.	Certification <ul style="list-style-type: none"> • Course II was held January 19 and 26, 2010. There were 11 attendees. The course received high ratings in the evaluations. • The attendees would like to have Part 3 offered possibly in April or May 2010. 		

	<ul style="list-style-type: none"> • Ray Harris suggested building into member survey a question asking of members are interested in CGFM certification. • Proclamation for CGFM month has been submitted to the Governor's office. Thalia Melendez is to call next week to follow-up. March has typically been CGFM month.
6.	<p>Community Service Update</p> <ul style="list-style-type: none"> • The flower fundraiser raised \$516. • Bowl for Kids Sake is being held at Latham Spare Time March 13, 2010. • Ronald McDonald event is coming up. Need to verify with Mary Peck. • St. John's St. Ann's event will be held with KPMG in May or June 2010. • For the VITA program, contact Linda Cioffi. • We are continuing to collect can tabs for the Shriners.
7.	<p>Wrap Up</p> <ul style="list-style-type: none"> • Jim Cox is moving to Chicago. Would like to have a farewell/going away gathering. Possibly the week of February 22, 2010.
	<p>Next Meeting: March 9, 2010 at NYS Dept. of Labor 3:30 pm-5:00 pm</p>