

AGA Chicago Chapter Executive Committee Meeting

Minutes of January 7, 2016 – 11:30 am

1. Roll call was made and a quorum was present. See attendee list at end of minutes
2. Minutes from the November meeting were ratified and approved.
3. Membership Initiatives – CJ is working working with IIA and CFE to form partnerships for joint meetings and events.
4. By-laws update – Janet explained the status of the by-law update. The by-laws are being updated based on a template provided by the national office. Prior to the next meeting, Janet will provide a draft of the bylaws with certain areas that will need to be discussed. Janet noted that the bylaws need to be approved by the membership of the Chicago chapter. The goal is to have the voting for that in April. In anticipation of that, articles will be included in the monthly newsletter letting members know about the process.
5. Policies and Procedures update – the policies and procedures manual will be created once the bylaws are complete.
6. Continuing Professional Education Procedures Manual – Frank Moy provide a copy of the draft manual that is needed to be NASBA certified. The manual was approved by the committee.
7. Scholarship – There were some applications for the chapter scholarship. Matt, CJ and Channel are reviewing the applications and the recipient will be announced at the next meeting. The scholarship will go to the school.
8. Community Service – Eddie reminded everyone that the community service event for January would be held at Pacific Garden Mission on Saturday, January 9.

Meeting adjourned at 12:30 pm.

FY15/16 Committee Roster

Name	Title	Present	Absent
Hugh Smith	President	X	
Elaine Igelman		X	
Janet Kasper	Secretary, Accountability	X	
Thomas DiLisio	Treasurer		X
	President elect		
Frank Moy	Education Chair	X	
Cynthia Carter	Program Director	X	
Matt Matczynski	Meetings Director	X	
Adriane McCoy	Membership Director	X	
Crystal Currier	Newsletter Editor, Website Director		X
Jolanta Biskup	Historian	X	
Raul Nieto	CGFM Director	X	
Rick Urbanowski	Chapter Recognition Director	X	

Chanel Castaneda	Awards Director	X	
Eddie Jones	Community Service Director and Early Careers	X	
Lorraine Jamison	PR/Marketing Director	X	
Sophia Patsios	Assistant Meetings Director	X	
Sandra Woods	Accountability		X
Dr. Kas Henry	Early Careers Director	X	