

**AGA Chicago Chapter
Executive Committee Meeting Minutes
8/4/2016**

1. ROLL CALL (QUORUM 7)

CJ, Crystal, Della, Eddie, Hugh (non-voting), Kas (non-voting), Lorraine, Matt, Raul, Rick, Saundra, Tiffany, and Bobby (National Field Representative, non-voting). We had ten voting members in attendance and enough for quorum.

2. CALL TO ORDER

Lorraine moved to call the meeting to order, and Crystal seconded at 11:42 AM.

3. PRESIDENT'S MESSAGE

- a. Hugh discussed committee structure, growth initiative, and cross pollination with other organizations.
- b. Kas read aloud her president's message for August 2016, which was published online and in the newsletter. She discussed embracing change, being inclusive and collaborative, and bringing different ideas.

4. AGA NATIONAL MESSAGE FROM BOBBY DERRICK

- a. Bobby gave a brief history of AGA and explanation of AGA structure.
- b. He announced next year's national PDT will be hosted in Boston, MA by the Boston Chapter.
- c. He stressed that AGA is a volunteer association and discussed the demographics of AGA members nationwide.
- d. The strategic goals are posted on the AGA website. AGA's sponsors are responsible for 40 percent of revenues. AGA values learning, certifications, leadership, and collaboration.
- e. The CCR came from the membership.
- f. He discussed AGA's expansion and that we should have multiple chapters in Chicago. It is challenging to meet the needs of federal versus state and local agency members. He highly applauds our chapter goal of creating a student chapter.
- g. He encouraged the CEC to seek committee help outside of the CEC and to actively engage members in the chapter leadership.

5. SEPTEMBER BOARD MEETING DELIVERABLES by RESPONSIBILITY AREA

- a. The financials were provided in an email prior to the meeting. Each director should send their budget plan to Tom so that he can prepare the budget.
- b. The CCR and 2015/2016 Annual (retroactive) Report were assigned to Rick.

6. PRESIDENT'S REPORT (Transition Report Hugh and Kas)

- a. Approval of nominees for new positions
 - i. Della for newsletter and community service director (Approved)
 - ii. Other open positions
 1. Program Director: CJ, but Kas is planning the PDT (Approved)
 2. Accountability Director: Saundra, but she wants help (Approved)
 3. Early Careers Director: Hugh and Kas are doing this in interim

- 4. Sponsorship: CJ is doing this a s assist (Approved)
- iii. Discuss following positions: In the future, we would like assistant director positions to be an opportunity to learn the role of the director and be groomed for succession. (Approved) <Hugh interjected with a question to Bobby about a state/local chapter, which was tabled to the growth committee.>
 - 1. Assistant Accountability Director: Sandra was succeeded to Director
 - 2. Assistant Meetings Director should be Meetings Director in Training.
 - 3. By Laws and Procedures Chair: This is not a director role, but one of the functions of the President Elect per the by-laws.
- b. Appointment of committees
 - i. Policies and Procedures Committee and selection of Committee Chair: Eddie should chair, volunteers should email governance committee (also chaired by Eddie) (Approved)
 - ii. Growth Committee and selection of Committee Chair: Della will chair. Other members are Adriane, Lorraine, CJ, Hugh, and Bobby.
 - iii. Nomination Committee and selection of Committee Chair (Tabled)
- c. **We will be switching to a recorded line effective the September 2016 CEC meeting. Call line: (712)775-7031; Participant Code: 876265680#**

7. Treasurer Report (Tom)

- a. Tabled

8. Committee Reports

- a. Tabled

9. NEW BUSINESS

- a. Tabled

10. RATIFY/APPROVE PRIOR MEETNG MINUTES

- a. June 2016 meeting minutes approved.
- b. July 2016 meeting minutes approved with comments from Hugh about an officer subcommittee and from Kas about Della willing to take on additional duties of Newsletter and Community Service.

11. ADJOURN

- a. The meeting was adjourned at 12:39 PM.