



Executive Committee Meeting Minutes
GSA Conference Center, 77 W Jackson Blvd, Chicago, IL 60604
12/01/2016

1. ROLL CALL (15 Positions with QUORUM 7)

Adriane, CJ, Crystal, Della, Eddie (chair for the day), Frank, Hugh, Matt, Rick, Saundra, Sophia, Tiffany, Tom, and Bobby (Nationals). We had enough officers and directors present for quorum.

2. CALL TO ORDER

At 11:35 AM, Eddie called the meeting to order.

3. RATIFY/APPROVE PRIOR MEETING MINUTES

Frank moved to approve the November 6, 2016 meeting minutes with corrections and the motion was passed.

4. PRESIDENT'S REPORT

- a. AGA Chicago Chapter will be donating \$125 to Holy Cross IHM Parish as part of our Community Service. Motioned, seconded, and approved.

5. TREASURER REPORT

6. Committee Reports

- a. Membership – We have 110 members and 1 new graduate.
- b. Education – The Annual Chicago Chapter PDT is scheduled for May 17 & 18, 2017 at a cost of \$295 per attendee. We have two potential live speakers for monthly educational events and we are planning to use webinars for the December 2016 and January 2017 educational events. The IRS or State Department speakers will be slated for February 2017.
- We will send out an apology letter to attendees of the April 2016 webinar that was not viewed in its entirety due to technical difficulties. The letter will explain what options will be available to those attendees.
- c. Chapter Recognition – We are doing well.
- d. By-Laws/Governance – We would like to meet as a committee before the next CEC meeting. We will be using a reimbursement form for all future reimbursements.
- e. Meetings – We have 10 members registered for the December 2016 webinar. Meetings will be posted in the newsletter and on the website. Please notify the Meetings Director if you attend a Committee Meeting.
- f. Communications/Newsletter – Please provide December 2016 newsletter material by December 5, 2016.
- g. Website – We are converting the Chapter website over to the new model as required by Nationals. We are keeping our Amazon cloud storage service and our web hosting service until the conversion is completed satisfactorily.

7. NEW BUSINESS – We are sponsoring three members - Tiffany, CJ, and Eddie – to attend the ACFE luncheon on December 9, 2016 at a cost of \$40 per person. Two additional members can attend and be reimbursed the registration fee. Motioned, seconded, and approved.

8. ADJOURN – The meeting was adjourned at 12:59 PM.