



**Northern Virginia Chapter**  
**Association of Government Accountants**  
**Minutes of October 17, 2007 Meeting**

The Board of the Northern Virginia Chapter of the AGA met at the Embassy Suites, Alexandria VA on October 17, 2007 from 7:20 pm to 8:15 pm.

Bill Hughes, President, called the meeting to order.

**Budget for the Program Year**

- Committee leads and event chairs were encouraged to provide Ed Pabalan with their budget no later than October 31, 2007. On Monday, October 15<sup>th</sup> Ed circulated the budget requests that were provided to him in the August/September timeframe.
- President Hughes said he wants the budget estimates finalized for approval before the November Board meeting.

**Corporate Sponsorship**

- Bill Hughes announced that the Committee will finalize the circulating draft letter prior to the November 27, 2007 monthly meeting. The letter articulates the benefits to the prospective sponsor for the particular contribution level (e.g., gold, platinum).
- The Corporate Sponsorship would be on a rolling 12 months basis, depending upon the time the sponsor makes payment.
- After 5-10 minute discussion, it was concluded that the Corporate Sponsors would be highlighted on a particular page in the AGA NOVAGA newsletter. For example, there could be a single page dedicated for Platinum-level sponsor firms.

**Member Services**

- Member attendees were encouraged to purchase the roughly 50% discounted tickets for the November 17<sup>th</sup>, Wizards vs. Portland and February 8<sup>th</sup> Capitals vs. Carolina Hurricanes games. Thirty tickets were purchased (\$93 and \$65, respectively) for each event, and, in turn, sold at discount to members.

- Consensus was that the Embassy Suites' proposal to charge \$65 per person for a Saturday evening, December 15<sup>th</sup> holiday social was too costly/impractical.
- Matt Farage, Laura Koschny, and Anna Dixon were tasked to collect ideas regarding a WDC location for an NOVAGA holiday celebration after the December 5<sup>th</sup> training event. At the meeting, the Old Ebbitt Grill was recommended for consideration.

### **Meeting Follow up Conference Call**

- Bill Hughes asked everyone to make a note that he would host an October 25<sup>th</sup> conference call at noon to discuss loose items / ensure consistent communication is provided to all Board Members.

### **Early Careers**

- Committee chair reported that attendance at early career happy hours could be improved, and will be and it was suggested that we consider having some early careers happy hours immediately after monthly meetings.

### **Outreach Letters**

- Follow-on discussion from last month involved a status on the CFO/IG outreach letters. Bill Hughes reported that Jack Hufnagel agreed to lead this effort. The letters would encourage CFOs and their staffs to become more active in the chapter's events as well as query them on issues of interest.

### **Newsletter Input and Deadlines**

- Terri Patrizo also requested each activity lead to provide her with a special write up for each event that would be occurring for the forthcoming month. An acknowledgement was made that she had received several items already (for the November newsletter).
- Suggestion was made to be sensitive to the number of "to all" emails seeking input for the newsletter.

### **Membership**

- It was reported that we have gained 50 new members since May 1. The challenge, however, was a lack of clarity of the precise membership count for the chapter. It was mentioned that National's number for our chapter ranges from 600-750. National has the task of cleaning this up.
- It also was mentioned that we are about to launch the national scholarship drive. More information to follow for Committee Chair, Donna France.

### **CGFM**

- The logistics for the CGFM training event is largely complete including any sponsors. The goal is for at least 30 participants, and it was agreed that the Chapter would give special consideration to those who are early in their careers and who are chapter members.

- It was suggested there could be a possibility for us to tag onto the DC chapter's planned CGFM event.

### **Community Service**

- It was agreed that we should make the "toy for a tot" campaign part of our holiday reception still.
- January was the preferred month for the Chapter's participation in outside campaigns (e.g., the Wounded Warrior Foundation).

### **Awards**

- Bill Hughes stated that the chapter must complete its nominations for award recipients no later than November 2nd and that he would resend the criteria promptly.
- The three awards are: Distinguished Federal Leadership, Elmer Staats, and Andy Barr.
- Assortments of names were suggested ranging from Senators (Sarbanes and Oxley) to local practitioners. The names discussed would not be captured in the minutes for privacy purposes. The Board decided to contact DC Chapter to gauge their interest in nominating together.

Meeting was adjourned at 8:15pm.

Minutes prepared by Anna Dixon,  
October 17, 2007