

**Tidewater Chapter Virginia Society of Certified Public Accountants**  
**Board Meeting Minutes**  
**January 17, 2017 @ Gordon Biersch, Virginia Beach, VA**

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**President's Report (Kevin)**

- Call to order: by Kevin Stewart at 12:05 at Gordon Biersch, Virginia Beach, VA
- Members in Attendance: Angie Hetherington, Marsha Hahn (phone), Angela Tumwa, Nicole J. Wood-Sabo, Debbie Acors, Ken Kwedar, Randy Spurrier, Kevin Stewart, Dan Cook, Susan Davis, Diane Reed, Jennifer French, Jackie Fox, Brian Deibler
- Member not in Attendance: Deneen Keegan, Raymond Anderson, Guests in Attendance: N/A
- Reading and approval of the minutes: The December 14 minutes were proposed for approval by Dan, Susan seconded and all in attendance approved.
- Future Meeting Dates:
  - April 26, 2017 (DHG- Angela)
- New Drop Box:
  - Secretary to maintain admin rights for dropbox.
  - Nicole to look into space requirements and cost to maintain.
- Directors and Officers Insurance:
  - Quotes needed for 1M coverage, Board to discuss at next meeting
  - Go with lowest bid

**Vice President's Report (Angie)**

- Non-profit Event:
  - Stephanie Peter's not available for 6/7 but can send a replacement
  - Capacity at 130 at ODU
  - Need to firm up the date, Randy to try to reserve North Cafeteria or 1005 classroom

**Secretary's Report (Nicole)**

- Maureen Dingus at the VSCPA let us know that the Tidewater Chapter does not fall under the VSCPAs Officers & Directors insurance. She asked Beth Bickford to provide a contact at BB&T who does the VSCPA policy.

**Treasurer's Report (Debbie)**

- Debbie emailed the financials statements and put the copies in dropbox
- Debbie noted she needed to issue a \$1000 check for Cara at William & Mary for a short scholarship award.
- The budget vs actual results were discussed
  - We were \$4975 behind in dues collection

- The largest difference in the budget is the delay in the website expenses
- Total expenses were down by \$1300 over the prior year
- The ODU Banquet scheduled for April
- The check to the Foundation was cleared for delivery, already in budget
- The 17/18 fiscal year budget considerations were discussed:
  - Continue the Holiday social for another year and see if it catches on
  - Potentially do a Hockey night
  - Website the biggest issue
  - No dues increase for 17/18
  - Tides game was a “yes”
  - Consider a box at ODU basketball game, party deck? Randy to look into party deck

### **Standing Committee Reports**

#### **CPE Committee (Angie)**

- **Economic Update (Marsha):**
  - Feb 1 date with Feb 22 alternate (snow) date, all set to go
  - Debbie, Ken, Randy, Kevin and Nicole to attend and assist
- Dates for Events:
  - 11/8 Tax Day
  - 10/18 SK Day
  - 9/20 A&A Day

#### **Nominating Committee (Brian):**

- 5 past presidents are the nominating committee
- Treasurer nominating (Jennifer French)

**Website Committee (Diane):** Website rebuild status to be determined by first week in February. Vectec, NetTek and Full Metal Hosting are the narrowed down list

**Audit Committee (Ken)-** Ken reported that all fieldwork was done and it just needs to be written up

#### **Young CPA Committee (Brian Deibler and Jackie Fox):**

- Move student night? Discussed moving it to early to mid-September with a Spring deadline to submit
- Other events- look into an event at O Connors post tax season.

**Scholarship Committee (Ray Anderson):** We need to review scholarship award cycle

**Adjourn at 1:11pm**