

Tidewater Chapter Virginia Society of Certified Public Accountants
Board Meeting Minutes
August 10, 2016 @ Holiday Inn Greenwich Road, Virginia Beach, VA

President's Report (Kevin)

- Call to order: by Kevin Stewart at 12:00 at the Holiday Inn Greenwich Road, Virginia Beach, VA
- Members in Attendance: Angie Hetherington, Deneen Keegan, Angela Tumwa, Nicole J. Wood-Sabo, Raymond Anderson, Ken Kwedar, Randy Spurrier, Debbie Acors, Kevin Stewart, Dan Cook
- Member not in Attendance: Marsha Hahn, Diane Reed, Jennifer French, Susan Davis, Brian Deibler
- Guests in Attendance: Jackie Fox
- Reading and approval of the minutes: Dan Cook made the motion to approve the minutes. Ken Kwedar seconded, and the motion unanimously passed.
- Introduction of Guest: Jackie Fox was introduced to the board members
- Young CPA Committee Discussion: Jackie Fox and Ashley Sullivan are going to be on the committee. Brian is taking the lead on Student Night. We did not have any Young CPE events last year and the intent is to set up Student Night to start and see about a possible bowling night.
- Future Meeting Dates:
 - October 19, 2016 (DGH) Stephanie Peters and Maureen Dingus from the VSCPA to attend
 - December 14, 2016 (TBD)
 - January 11, 2017 (TBD)

Vice President's Report (Angie)

- CPE Committee teleconference was discussed. We were in need of 2 more A&A speakers. Potential to get assistance from the VSCPA for speakers.
- Angie to work on pricing and venues for an early December Holiday cocktail event. Top Golf, Steinhilbers, Hilton Garden Inn at Town Center, Town Center City Club, Town Point Club and Holiday Inn Greenwich were discussed as possible venues. The budget was set at \$4500
- Update post board meeting below:

Based on her research, on 9/8/16, Angie Hetherington made the following motion: I make a motion that the TCVSCPA hold the Holiday event at the Greenwich Holiday Inn in the upper Mezzanine on Thursday 12/8/16 from 5:30-7:30. The cost per person is \$40 and includes heavy hors d'oeuvres and

one drink coupon. A cash bar will be provided. Members shall attend at no cost to them and guests will be charged \$20.

On 9/8/16 the motion was seconded by Jennifer French

On 9/8/16 Deneen, Debbie, Kevin, Dan, Ray, Ken, Nicole, Brian, Marsha, Randy all voted yes.

Secretary's Report (Nicole)

- Review of ethics session to-date: There were 181 participants in the July Ethics sessions. Registrations for the August sessions were coming in at a similar rate.

Treasurer's Report (Debbie)

- Debbie passed out the current profit and loss statement as well as the budget vs actual report for this year. She reported that the postcards mailed out since the last meeting appear to be working.
- On July 15th, Debbie mailed out 400 postcards to members who had not yet renewed their membership. \$261.80 was paid to have these postcards mailed. Since that date, we have received payment from 16 members (\$2,400).
- Compared to 2015 at this time, we have 48 less members. We had 672 members on 8/10/15 and we have 624 members on 8/10/16. Of those 48 members, 3 have died, 2 became lifetime members, and at least 5 people have told Debbie that they would rather pay the non-member fee for all our events than to have to continue paying the \$290 VSCPA membership dues (for which they are receiving no benefit) plus our membership fee \$145. $[290+145=435]$ Non-member fees $75+75+75+75+50=350$ for the 3 CPE days, NFP Day and Ethics = 36 hours of CPE, so a savings of \$85 to be a non-member.
- Kevin will e-mail those who have not yet become members, to hopefully gain another 30–35 members.
- Of the 400 postcards that were mailed, approximately 28 were returned to sender – either no longer at that address or insufficient address.
- Nicole volunteered to update the website for return addresses received.
- We are \$9000 under budget on membership dues as of meeting date

Standing Committee Reports

CPE Committee (Angela)

2016 CPE dates:

September 21, 2016 for A&A Day (Chairs: Angela & Ray)

- It was discussed that David Cotton was already booked elsewhere for this year and that should book him now for next year.
- Looking for other speakers to complete the day. We were to reach out to VSCPA for possible suggestions for speakers

October 18, 2016 for SK Day (Tuesday) (Chairs: Susan & Jennifer)- SK speakers all booked.

November 9, 2016 for Tax Day (Chair: Dan)- Dan reported that he is working on speakers and topics. 4 spots left to fill

Audit Committee (Ken and Marsha)- Marsha and Ken reported they would start the audit.

Website Committee (Randy):

- 3 candidates were interviewed so far.
- Plan to redo the interview process after we split out the project into phases based on priority
- Phase I to be only the most necessary features
- Budget has been approved at \$20,000
- Conference call to be set up by mid-Sept to submit a recommended vendor
- The Website committee will set up a call within the committee to determine items to list in phase I vs phase II

Other (New Business):

- Deneen reported on the upcoming CPA Day of Service scheduled for 9/23
- The Southside Food Bank needs about 15 people to do the distribution
- The Peninsula Food Bank- Brian to head up this one
- Deneen reported on the Firm Ambassador Program- The VSCPA is working to get the events published re Norfolk young professionals

The meeting adjourned at 1:00 pm in order to tour the Greenwich event accommodations.