

**Tidewater Chapter
Virginia Society of CPAs
Board Meeting Minutes
August 15, 2018**

Present at this Meeting: Nicole Wood-Sabo, Debra Acors, Marsha Hahn , Randy Spurrier, Ken Kwedar, Diane Reed, and Jennifer French – Attended by phone: Laura Langton, Deneen Keegan

The board meeting was called to order at 12:00 by Nicole Wood-Sabo President.

Reading and approval of the minutes-The minutes had been circulated via email and there were no proposed changes.

President's Report (Nicole):

- VSCPA Bylaw Changes – These changes were approved by the VSCPA membership. TCVSPCA will continue to honor existing Life Time Members.
- Future Board Meetings will be hosted by:
 - October 10, 2018 – DGH
 - December 12, 2018 – SL Nusbaum
 - January 9, 2019 – BDO (Nicole)

Vice President's Report (Debbie):

- Top Golf – Debbie is set up for Top Golf event to be held November 29, 2018
 - Social 5:30P.M.
 - Dinner 6:00P.M. – 7:00P.M.
 - Golf opens 7:00P.M. until 9:00P.M.

Secretary's Report (Jennifer): No items to report

Treasurer's Report (Jackie):

- Jackie was unable to attend due to a family emergency but Debbie presented the following information from Jackie.
- Membership count 578
- Cash \$149,000 and Accounts Receivable \$250. Total assets \$156,666

- Revenue through June 2018 \$83,351. For July there was \$3,951 additional revenue, \$1,100 reimbursed expenses from VSCPA for NFP day and \$3,741 of expenses.

Standing Committee Reports:

- Website (Diane):
 - Diane walked us through the Website – see attached instructions.
 - Diane presented cross training opportunities to ensure the Website runs smoothly. This matrix will be sent by Diane separately
 - Decided that officers are the Administrators of the website.
 - Mail Chimp is used to send emails for TCVSCPA
 - Survey Monkey is used to send evaluations for TCVSCPA
 - Any website questions should be sent to Diane through tcvscpa@gmail.com – she monitors this email more closely than her work email.

Young CPA Committee Update (Jackie):

- Jackie is planning a cultural event at the Wells Theater for October 19, 2018. We are inviting young CPA and a guest to attend. They will be seeing “Our Town” by Thornton Wilder. Email announcement will go out in September and will be announced at A&A Day.

CPE Committee Update:

- Chairs for 2018 CPE Days:
 - A&A Day – 9/12/18 Angela – 1 session missing – Angela is working on the flyer which will be released shortly.
 - S.K. Day – 10/17/18 Debbie – All sessions are setup
 - Tax Day – 11/14/18 Dan – 1 session missing
- Gordon Heyworth requested a vendor table to S.K. Day, where he is a presenter. This was approved but no gift card will be provided. Virginia BOA also requested a free table for S.K. Day.
- Approved offering free vendor table to IRS Tax Advocacy Program.

Audit Committee Update (Ken):


- No update

Scholarship Update (Ray):

- Debbie will follow-up with Ray regarding scholarships.

Nicole adjourned the meeting at 1:21 p.m.

Respectfully Submitted,


Jennifer French, CPA
Secretary, TCVSCPA