



**AGA Austin Chapter
Executive Committee Meeting
December 20, 2012
12:00 – 1:00 P.M.**

I. Call Meeting to Order

- a. President Paul Morris called the Executive Committee meeting to order at 12:00 P.M.

II. Attendance

- a. The following attended the meeting at either the ERS Conference Room – Longhorn Annex or via conference call:
 - Paul Morris
 - Aaron Dvorak
 - Mari Quellar
 - Sharita Coyle
 - Autumn Bellfield
 - Adana Berry
 - Kristen Gonzales

III. Old Business & Approval of November Meeting Minutes

- a. Autumn will send out the November meeting minutes online for review and approval.

IV. Community Service

- a. CPS Adopt-A-Family Donation:
 - i. Debi Weyer delivered the gifts to the family of seven the AGA adopted this year.
 - ii. The donation went very well.
 - iii. Were all the family members taken care of?
- b. Dancing With the Stars Event:
 - i. The numbers are being prepared, which includes how much money was raised, how many people participated, etc.
- c. Wreaths Across America:
 - i. The Austin Chapter did not participate in this event; however, we sent a \$150.00 check as a donation.
 - ii. We have not heard from the San Antonio chapter on how the event went.

- d. Other News:
 - i. The Executive Committee will revisit community service in January 2013.

V. Education

- a. The December 2012 luncheon went well. The audio/visual equipment was ready on time, the newsletter went out sooner, and we did a better job of promoting the meeting earlier.
- b. The December luncheon expenses were \$507.76, and we brought in revenue of \$455.00.
- c. The following was noted about Scholz Garten:
 - i. Although the rental charge is \$100.00, Scholz Garten was not up front about the additional cost of audio/visual equipment that costs \$75.00.
 - ii. Scholz Garten should charge based on the number of people who RSVP and not a standard fee based on 35 people attending. That way, we will only be charged for the amount of people who attend.
- d. E-mail Paul Morris if you have a suggestion about other locations for the monthly luncheons.
- e. E-mail Debi Weyer if you have any ideas for the February, March, or April luncheons. Our chapter is looking for ideas to attract federal employees and college students.

VI. Roundtable Discussion

- a. Aaron Dvorak:
 - i. Committee members should get together in January to discuss and make plans to attend St. Edwards and Texas State University- San Marcos career fairs.
- b. Mari Quellar:
 - i. The Treasurer's Report is out. All of the money has been collected for September and October's luncheons.
- c. Sharita Coyle:
 - i. If anyone has any pictures from events, please submit them to Sharita.
- d. Autumn Bellfield:
 - i. The meeting minutes will be sent out for November and December.
- e. Adana Berry:
 - i. Adana needs the new registration information so we can comply with audit standards. Adana will continue to print the current registration form out, in case the new registration information is not available.

VII. Adjournment

- a. The meeting was adjourned at 12:35 P.M.