



Sponsored by Kansas City Chapter AGA



The Kansas City Courier

December, 2011

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PRESIDENT'S MESSAGE

Success Matters

As the Kansas City Chapter of AGA, what are we proud of? Please take a moment to think about this question and share your thoughts with me. I asked this question of a few of our Chapter Officers and they concluded that our education programs are what they are most proud. I have to agree, our Chapter has a great education program with two full day seminars and monthly training luncheons, which cost effectively awards approximately 26 CPEs to our participants.

It has been said (or I think it has been said), "tell me where you spend your time and I will tell you who you are." Our Chapter is involved with several Community Service efforts that are making a difference to our neighbors in Joplin, Missouri. In addition, we are fortunate to offer great leadership opportunities for our Officers and Chairs, which includes a chance to volunteer to serve with some exceptional leaders in the accounting and finance community. I would like to encourage you to consider joining the Chapter leadership team for the upcoming program year. We will be looking for leaders to join our team after the beginning of the New Year. Please contact me if you're interested in an opportunity to give back to the governmental accounting community.

I would like to thank Michael Fiene for his excellent training session on Points of Reconciliation during our November luncheon. It was a great chance for all of us to maintain current skills or maybe learn some new ones. We had almost 40 participants at our luncheon, including four potential members.

I would like to congratulate the winner of the free one-year AGA membership, Eunice Cobb, and one of the newest members to our Chapter and AGA.

Finally, thanks everyone who donated nonperishable items and gifts to our adopted family in Joplin, Missouri. They truly appreciate our efforts to support our neighbors to the south. Here is the note we received from the school counselor who has been acting as our contact with the school and our adopted family (it is funny what we value when life gets us down):

"I delivered all of the items last night to the family. Talk about JOY! on their faces. The most excited item that they found while unloading--toilet paper! Dad says he thinks they actually eat it :) Seriously, he told me how they had realized they were down to the final rolls and were trying to figure out how to make it stretch through mom's next payday. So, that was great! Also, the kids were excited to see Chief items--they are fans :)

Thank you so much again for all that you are doing!"

Mike Melloy
 KC Chapter President
<http://www.kcaga-cgfm.org/>

Monthly Training News

AGA Offers Two Audio Conferences on Federal Performance and Improper Payments in December

AGA has scheduled two audio conferences in December: [Using Performance Information to Drive Performance Improvement](#) on **Dec. 7**, and [Boost Efficiency, Accuracy, Transparency, Fraud Detection and Savings by Preventing Inappropriate Payments](#) on **Dec. 14**. Both are worth 2 CPE hours and can be heard 2 - 3:50 p.m. EST, with about 20 minutes set aside for questions.

Using Performance Information to Drive Performance Improvement

The presenters on **Dec. 7** will discuss an exciting program within the federal government to use performance information to drive performance improvement. Specifically, agencies are gathering the output and outcome data for selected programs and using the data in high-level reviews to discuss and determine ways to improve results and/or identify successes that can be replicated elsewhere.

This audio conference will describe the current practices as determined by an AGA research study, as well as present recommendations for establishing or enhancing such a program. It will also describe how one agency uses the data-driven review process to maximize its performance.

Speakers are **Harold I. Steinberg, CGFM, CPA**, consultant; and **Toni Trombecky**, performance improvement officer and manager, Strategic Planning Division, Federal Aviation Administration.

The early registration rate of \$249 ends Friday, Dec. 2.

Boost Efficiency, Accuracy, Transparency, Fraud Detection and Savings by Preventing Inappropriate Payments

This **Dec. 14** audio conference will help participants gain a better understanding of how to reduce risk, increase efficiency and enable regulatory compliance by streamlining the reconciliation and financial control process. As transaction volumes increase and payments become a mix of paper and electronic, it's no longer sufficient to use spreadsheets or outdated manual processes to track transactions.

To keep inappropriate payments from happening, agencies need to look for ways to automate the reconciliation process so that duplicate or fraudulent transactions can be spotted and prevented. This requires a single work stream for both paper-based and electronic payments. An enterprise view can be established by integrating a financial control solution with the general ledger and other data sources to expedite transaction matching and identification of exceptions. Quick detection of anomalies can prevent unauthorized payments and reduce risk.

A U.S. Coast Guard official will share the agency's experiences with automation and the cost savings that have been achieved. Other speakers include **John J. Scornaienchi, CGFM**, senior manager, Grant Thornton LLP and **Eric Werab**, senior business solution strategist, Fiserv.

The early registration rate of \$249 ends Friday, Dec. 9.

Special Promotion: Government agencies and AGA Corporate Partner members who register five or more offices will receive a 20 percent discount (\$200 per site).

Individual Option: Two, three or four individuals can register at \$50 per person. Contact [Maria Oquendo](#) at 800.AGA.7211, ext. 308, for registration details.

View cost and registration details for the [Dec. 7](#) and [Dec. 14](#) audio conferences, or [register online](#).

[See the entire 2011-2012 schedule.](#)

Due to the holidays, the Kansas City AGA will not be holding a December Monthly Meeting. We hope that you will be able to spend time with family and friends. Our January Meeting will be held on January 18th, so please save the date.

MEMBERSHIP NEWS

AGA Kansas City Chapter Welcomes Our Newest Members!

Please help us extend a warm AGA Kansas City Chapter welcome to our newest members. We hope to see you soon at the upcoming luncheons and to take part in all of our planned activities. Again, welcome!

Joyce Patton, City of Kansas City
Jason Phillips, City of Kansas City
Joan Pu, City of Kansas City
Julia Webb-Carter, City of Kansas City
Vivien Zhi, City of Kansas City

AGA members form a diverse group of individuals—from students to entry-level employees to senior executives and elected officials—working for local and state governments, school districts and retirement systems, colleges and universities, federal agencies and public accounting firms. With 90 chapters, there are numerous ways for you to become involved with other government financial management professionals. Whatever your role in government financial management, AGA offers a membership package tailored to meet your professional needs and interests.

AGA Member Types

Full Government Member **\$90/year**

This class of membership requires three or more years of government experience, involving the professional performance of financial management activities in an operational, administrative and/or supervisory capacity. This class is also available to individuals with similar experience outside the government who are engaged in educational activities having the same objectives as the Association, or who have made a contribution to the improvement of government financial management.

Private Sector Member **\$150/year**

This class of membership is available to individuals working for commercial activities/ventures that are actively engaged in and support AGA's purpose and objectives.

Early Career Member **\$45/year**

This class of membership is for those who work in private or public sector jobs with less than three years of professional experience.

Student Member **\$30/year**

This class of membership is available to college/university students.

Retired **\$30/year**

This class of membership is available to those members who have retired. Call the AGA Customer Satisfaction Center at 800.AGA.7211 to find out more about our retired membership category.

Please contact Barry Owens with any questions about membership, Barry.Owens@morganfranklin.com.

Chapter Executive Committee News

The Chapter Executive Committee (CEC) approved the Kansas City Chapter bylaws, and the procedures manual, during the November 9, 2011 CEC meeting. These were forwarded to National for approval.

We encourage all members to become familiar with the bylaws, as these define and direct the organization's purpose, objectives, structure, policies, and procedures. The procedures manual lists each Director/position in the CEC, and provides detail of each of the Director's objective and duties.

The bylaws and procedures manual are both located on the chapter's website at <http://www.kcaga-cgfm.org/index.html>. Please review the bylaws and the procedures manual, and if you have an interest in any of the positions, please contact the Director currently in that position, or any person on the CEC. Their contact information can be found in the chapter's monthly newsletter, which is also on the website. Our Directors are always looking for help and ideas from the members.

Joining the CEC is a great way to become involved in an organization that provides quality educational events/CPEs, to network with other accountants from other local/state/federal agencies, and a chance to have a direct impact on the direction and activities of the CEC, in whatever position you may be interested in. Our directors would be glad to talk to you, so please refer to the list of Directors identified in our newsletter and contact them if you have any questions.

Join in and be part of the team! (we're not always this happy)



*“Wherever a man
turns he can find
someone who needs
him.”*

Albert Schweitzer

Community Service-Joplin Family Update

We have many generous donors within KC-AGA. On November 20th, we had to use 2 SUVs to deliver all the food and household goods for the Joplin Family’s Thanksgiving.

For their Christmas, all the kids were adopted by the following organizations: EPA-14 yr old boy; GSA -13 yr old boy; VA-10 yr old boy; Johnson Co-11 yr old girl; KC, MO-8 yr old girl. This means every wish list item was fulfilled! The Christmas delivery has yet to be confirmed.

Thank you to those who volunteered to be a point of contact for your organization. Also, more thanks to all of AGA-KC for your part in donating 2 SUVs full of Thanksgiving to this family.

Treasurer's Report
AGA Kansas City Chapter
Statement of Receipts and Disbursements
For Period Ending October 31, 2011

Bank Account Balance October 31, 2011

Primary Share Acct	\$251.01
Signature Checking	\$8,681.15
6MTH Classic CD (Matures 1/13/12)	\$7,241.08
Total Bank Balance	\$16,173.24

Beginning Book Balance:

Book Balance September 30, 2011	\$15,143.32
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Receipts:

Interest Income:

Savings	\$0.03
Certificate of Deposit	\$3.44
Total Interest	\$3.47

Other Receipts:

Fall Seminar Registrations	\$1,700.00
Total Other Receipts	\$1,700.00

Total Receipts	\$1,703.47
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Disbursements:

Credit Card fees	AHC fees	\$187.96
Check #284	Speaker Gift for Sept luncheon (Logan)	\$20.09
Check #286	Fall Seminar Decorations and Speaker Gifts (Lucas)	\$126.98
	75th Street Brewery Payment	\$338.52

Total Disbursements	\$673.55
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<u>Net fund from Transactions/(Loss) for period</u>	\$1,029.92
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Ending Book Balance

October 31, 2011	\$16,173.24
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Less Petty Cash	(\$100.00)	
Check #277	AGA National	(\$345.00)
Check #285	AGA National for 5 memberships	\$405.00
Check # 287	Spring 2011 Seminar Liability Insurance (Williams)	(\$226.00)
Check #288	Community Service - prizes (Healy)	(\$50.00)

Adjusted Balance	\$15,857.24
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CHAPTER EXECUTIVE COMMITTEE QUARTERLY MEETING MINUTES

Chapter Executive Committee (CEC) Quarterly Meeting- November 9, 2011

In attendance were Michael Melloy, Oscar Williams, Rhonda Lucas, Mark Brandt, Carla Kohler, Howard Petrie, Kim Outman, Harry Heflin, Barry Owens, Laura Logan, Connie Smith, Chuck Koelsch, Steven Bell, and Carrie Miller.

Meeting was opened by President Michael Melloy discussing the previous meeting minutes. The minutes of the previous meeting were approved.

Scholarships:

All CEC members voted to continue the \$500 scholarship. It was approved and budgeted.

Membership:

AGA-KC received \$201 from the National Office to promote recruitment of non AGA members. The scholarship will be used to raffle \$90 memberships to nonmembers. An email will be sent to the National Office describing how the scholarship was used.

Early Career:

An early career scholarship was discussed on the leadership call, but was not applied for because the information was received past the deadline. The early career chair next year will be informed of the scholarship and will apply timely.

By-Laws and Procedures:

Need to amend the bylaws for scholarship, membership, and early career deadlines on a spreadsheet.

The bylaws also need to include how newly appointed Treasurer can get a signature card.

Due dates for financial statements, Chapter Recognition Program (CRP), and newsletter due dates.

Each CEC office should have a checklist and due date list. In addition, a summary checklist should be available for the President/President-elect

Need to be organized when transitioning positions. Have a CEC meeting in May to transaction officers.

The bylaws/procedures will be posted on the chapter website.

The bylaws and procedures were approved with a few minor changes noted below:

Page 6- Remove section F

Page 12- Section Committee contains a spelling error

Page 13- One dash in president elect and not 2

Page 15- assets of the chapter will be remitted back to the National Office.

Page 28- Move the street down to the city name

Cover Page- Change the date

CHAPTER EXECUTIVE COMMITTEE QUARTERLY MEETING MINUTES

It was decided to approve the bylaws and procedures in its current state. However, a future update would be required to add checklist and deadlines to each CEC position.

All CEC members voted to approve the Bylaws and Procedures noted the changes listed above.

Mark and Chuck will write paragraph in the newsletter letting membership know of the approved bylaws and procedures.

President:

Michael Melloy (2011-2012 President- Elect) will be acting president this year replacing Jim Kirk who resigned due to family reasons. Mr. Melloy will hold the position of president next year.

The CEC will begin looking for President-Elect.

CRP is completed by the President-Elect.

The CEC committee needs to look for CEC members for next year.

The president will send out the CRP template to the CEC to fill out quarter 1 and quarter 2.

Citizen-Centric Reporting (CCR)

The CCR is included in the bylaws and procedures.

The CCR position can earn up to 2,000 chapter recognition positions during the program year.

The CCR chair is not on the CEC roster, but will be added.

Harry is working hard to get the CCR position off the ground.

The CCR position will provide a presentation at the spring seminar.

Possible CCR locations include Kansas City, Missouri and Les Summit school district.

Corporate Sponsors:

The Northern Virginia AGA Corporate Sponsors presentation was handed out for CEC members to review.

The Northern Virginia presentation is impressive, but too complex for our chapter to now utilize.

Becker has decided to no longer be our corporate partner since our regional point of contact has taken a new job and left Becker. Thus \$300 has been eliminated from our budget.

It was proposed to focus securing one sponsor.

Having all sponsors with the same access level at first will hopefully lead to further sponsors.

The goal is to approach AGA national corporate sponsors to determine if they are interested sponsoring our local chapter.

The following items will need to be discussed concerning corporate sponsors; time allowed to speak at seminars, pricing, and company logo on correspondents.

Barry will provide sponsorship examples for next meeting.

CHAPTER EXECUTIVE COMMITTEE QUARTERLY MEETING MINUTES

Website:

The chapter's website was accessed 1005 times since creation.
Before the fall seminar 384 people access the chapter website.
The second semi-annual payment for the website is due.
The website can be updated once a month. Event descriptions are unlimited, but pictures are limited to 10 per month.
Each additional update per month will cost \$25.00 and \$5.00 for each picture.
The committee discussed the need to update the website biweekly, but decided to table this issue.
The website calendar can be updated by the CEC committee as frequently as desired with no additional charge.
The goal this year is for the CEC to become more comfortable with the website responsibilities.
Hopefully in the next few years, only have the hosting service would be provided and the committee would manage the updates to the site.
The monthly update to the website will be coordinated with the newsletter.
Chuck and Steve will let us know what date they will do the monthly post to the website.

Community Service:

The Amyotrophic Lateral Sclerosis (ALS) walk was a great success with \$1,600 in donations raised.
Ten AGA-KC members walked at the ALS walk.
All the children have been adopted for the Joplin, MO holiday family drive.
Tax deduction forms are available upon request to Nancy Healy or Kim Outman.
Currently, \$390 has been collected for the Joplin, MO family and \$300 has been sent to the school counselor for distribution to the family.
An article will be written in the monthly newsletter providing more information on the Joplin, MO family event.

Section Leadership Meeting-Regional (SLM-R)

The SLM-R will be held in Saturday, January 21, 2012 from 10 a.m. to 4 p.m. at the Embassy Suites on the Plaza.
Laura Logan will be in charge of this event as the Regional Vice President Elect.
All in attendance will receive the government rate on rooms.
The registration cost will be \$25 per CEC member which will include lunch.
Laura will collect the registration money and give it to Rhonda to deposit.
It was proposed for the chapter to use its credit card to secure the location.
All CEC members voted for the chapter credit card to be used to secure the location.
All CEC members voted to pay \$25 up to 15 members for a total of \$375 for CEC members to attend the SLM-R through the chapter.

Laura will let the chapter know if anything is needed for this event (ex. Name tags)

CHAPTER EXECUTIVE COMMITTEE QUARTERLY MEETING MINUTES

Sectional Leadership Meeting (SLM):

The SLM will be held this year in Las Vegas, NV.

National is designating who can be invited and there will be no substitutions allowed.

The positions that have been invited include; early career, accountability, CGFM, president elect and education. Thus the following people are invited to the SLM; Connie, Harry, Barry, Carla, and Mike.

All travel and hotel arrangements need to be booked by Nationals.

Email hotel reservations to Jessica Jones.

Professional Development Conference (PDC):

All CEC members voted to authorize 2 registrations fees paid by the chapter to the PDC.

The PDC scholarships are usually reserved for the President and President Elect positions.

The registration for the PDC should be processed through Rhonda.

Treasurer:

Rhonda has submitted IRS 990N Form which maintains our nonprofit status.

The IRS 990N Form submission will be added to the Treasurer checklist of duties to be completed.

Rhonda is waiting on information regarding credit card fees from provider to provide an update. An update will be provided during the next CEC.

The treasurer books were turned over to Rhonda. Two entries were corrected regarding two signatures required on large dollar items.

Membership:

AGA-KC membership goal this year is 21 members.

Currently, 13 new members have joined this year.

During the meeting next week one new membership will be given away.

CGFM:

It was discussed if there is interest in hosting another CGFM class, but the CEC was not sure if enough members could be secured to make the class affordable.

Motion was made and seconded to adjourn the meeting. Motion approved unanimously.

Chapter Executive Committee—Program Year 2011–2012

Position	Name	Work Phone	Email Address
President	Michael Melloy	816-823-2701	michael.melloy@gsa.gov
President – Elect	Vacant		
Past President	Oscar Williams	816-997-6939	oscar.williams2@va.gov
Secretary	Carrie Miller	816-926-2853	carrie.miller@kcc.usda.gov
Treasurer	Rhonda Lucas	816-926-7935	rhonda.lucas@one.usda.gov
Awards	Michelle Holland	913-792-5310	michelle.holland@jocogov.org
By-Laws / Procedures / Historian / Property	Mark Brandt	816-823-2938	mark.brandt@gsa.gov
CGFM	Carla Kohler	913-551-7900	kohler.carla@epamail.epa.gov
Chapter Recognition	Michael Melloy	816-823-2701	michael.melloy@gsa.gov
Communications – Newsletter	Mary Eckart	816-823-3101	mary.eckart@kcc.usda.gov
Community Service	Nancy Healy	913-551-7713	healy.nancy@epa.gov
Early Career	Mr. Harry E. Heflin, CGFM, CPA	816- 942-5102	hheflin49@aol.com
Professional Development-Seminar Coordinator	Leeanna Wilder	913-551-7161	wilder.leeanna@epa.gov
Liaison for other Professional Organizations	Oscar Williams	816-997-6939	oscar.williams2@va.gov
Membership	Barry Owens	816-823-1593	barry.owens@morganfranklin.com
Program and Technical	Laura Logan	816-823-4530	laura.logan@kcc.usda.gov
	Connie Smith	816-926-3646	constance.smith@kcc.usda.gov
Publicity/Website	Chuck Koelsch	816-823-1196	chuck.koelsch@ocio.usda.gov
Website	Steven E. Bell	913-649-7461	steven.bell@kcc.usda.gov