



**AGA Austin Chapter
Executive Committee Meeting
November 15, 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:

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|--------------------|----------------|
| • Paul Morris | • Mara Ash |
| • Autumn Bellfield | • Aaron Dvorak |
| • Adana Berry | • Eddie Chan |
| • Sharita Coyle | • Lynda Baker |

III. Old Business & Approval of November Meeting Minutes

- a. There was a motion to approve the October 2012 Executive Committee meeting minutes. The motion was seconded. The October 2012 Executive Committee meeting minutes are approved.
- b. The Executive Committee has one week to suggest changes to minutes and reports. If we do not hear from you, your silence will be taken as approval.

IV. Central Market Mixer Event

- a. Evelyn Brown enjoyed the mixer and thought it was a nice way to introduce the Executive Committee.
- b. The mixer had a good attendance turn out. There were more people at this event than at the past mixer.
- c. The Central Market location was nice, convenient, and centrally located.
- d. If we cut back costs on food, then the Executive Committee can afford to have more than one mixer a year. Aaron Dvorak and Kadie Weyer will get together and look into having another mixer in Spring 2013.
- e. Having these mixers at the same location multiple times a year, for instance one per quarter, will build a network that will attract new members.
- f. For the next mixer, the following suggestions were made:
 - i. Cut back on the cost of food
 - ii. Raffle two free \$20 luncheons, instead of one membership

V. Luncheon Registration

- a. Adana needs more training. Eddie and Patty have offered to help Adana with registration.
- b. Adana prints the attendance sheet, and after each luncheon, Adana keeps a copy for her records and makes Mari a copy for the treasurer's report.
- c. A copy of the attendance sheet should also be printed for Eddie so he can update the database, and send out the CPE certificates and surveys.

VI. Austin Chapter Website

- a. Eddie will rebuild all the links on the website, and basic information around Thanksgiving time.
- b. People will be able to register online for events, and have the option to cancel registration. Adana will receive registration and cancellation information.
- c. The survey will also be on the website

VII. Scholz Garten Location

- a. The food is good, and the table arrangement is much better so people do not have to turn to watch presentation.
- b. There have been audio/visual issues for three months. If Scholz Garten cannot provide working audio/visual equipment on time, then a percentage of the room charge should be taken off. Also, as a backup plan, Eddie can bring a portable projector to the meetings.
- c. Scholz Garten is charging us for a minimum of thirty people.
- d. During the colder months, Scholz Garten usually directs overflow traffic into the conference room. This is a deal breaker for the AGA, as dining guests will be a distraction for the speaker and participants. Should Scholz Garten require a minimum attendance number, the Executive Committee will promote the luncheons even harder, which includes giving out a free luncheon to randomly selected people.
- e. Paul, Debi, and Adana will negotiate with Scholz Garten about the following points:
 - i. Room charge: discount for non-working audio/visual equipment
 - ii. Minimum number: no overflow, no changing the minimum number
- f. We make more profit by having the luncheons at Scholz Garten, rather than Carmelo's.

VIII. Adopt-A-Family

- a. One mother and six children ages four to fifteen.
- b. Mother wants clothes for her children, and provided wish list items.
- c. The children like coloring books and toys.
- d. The items being asked for are reasonable priced.
- e. Goal to get two tops, pants, shoes, and wish list items.
- f. Make sure all gifts are wrapped and itemized so that the correct present will go with the correct person.

g. Lynda will give an update on what items are needed to fill goals.

IX. Adjournment

a. The meeting was adjourned at 1:00 P.M.

Autumn Bellfield