

Indiana ASA Chapter Officer Minutes, June 13, 2018

Indiana ASA Chapter Officers met at Meridian Hills Country Club on June 13, 2018. All 4 officers were present. Meeting began at 11:45am.

1. Reviewed elected officer positions for upcoming fiscal year 2018-2019.
Officers will be as follows:
 - a. Chris Hirschfeld, ASA, State Director
 - b. Sharon A. Theobald, ASA, President
 - c. Tim A. Roy, ASA, Vice-President
 - d. Courtney Mussatt, Treasurer
2. Sharon, as former Treasurer, transferred all current bank and financial records to Courtney and thanked Chris Hirschfeld for his leadership as President.
3. Chris Hirschfeld reported on the current financial status. Our chapter has \$10,036.98 currently in our bank account.
4. Officers discussed budget requests and priorities for 2018-2019 fiscal year:
 - a. Fall Meeting to be held in September 26, 2018 at the Children's Museum (discussed later in minutes).
 - b. Holiday luncheon to be held for members December 12, 2018 at Meridian Hills C.C.
 - c. Coffee get-togethers to engage members and recruit new members was discussed
5. Officers discussed Summer 2018 priorities:
 - a. Plan for September 26, 2018 Children's Museum event; Courtney to send check
 - b. Launch current ASA Indiana website
6. Tim Roy prepared a current member list and update of the website. Website has been updated and Tim also plans to post updated event information and minutes under the **EVENTS** tab. **Website is: asaindiana.com**
7. On September 26, 2018, our IN chapter will host an event at the Children's Museum in Indianapolis, IN @ noon. It will be limited to 28 people. This will be an exclusive event for ASA members only. The Chapter will subsidize a good portion of the event. However, there will be a cost to members of \$20 per person. Invitations will go out after July 4, 2018. Tim Roy will set up the online registration system to accept credit cards.
8. Autumn 2019 – Chapter officers plan to organize an ICLEF Seminar. Courtney will take the lead to contact ICLEF to confirm date and topic. This will be an opportunity to promote the ASA designation to an audience of attorneys, accountants.
9. Upcoming Officer Meetings / Conference Calls:
 - a. Conference Call: August 15, 2018 @ noon. Chris to set up conference call
 - b. September 26, 2018. Children's Museum Seminar; Dr. Jeff Patchen, Speaker
 - c. Noon Conference Call: January 16, 2019,
 - d. Noon Conference Call: February 20, 2019
 - e. Noon Conference Call: March 20, 2019

10. Next ASA IN Election: May 2019. Meeting scheduled for May 15, 2019 to prepare slate of officers for 2019-2020 fiscal year and prepare application for ASA Chapter Awards.
11. ***Note: Online elections are being conducted from March-May each year. If using the online voting system through National ASA, a chapter must have slate of officers identified by end of February each year.
12. *** Attention ASA members needing their 7-Hour USPAP Course for Re-accreditation
 - a. OnDemand Course is Now Available from ASA
 - b. Price: \$375 to ASA Members; \$425 for non-members
 - c. Visit ASA Online or call (800) 272-8258 to get information

13. Officer To Do List:

- a. Sharon: will continue to coordinate the September Children's Museum Event. She will work with Tim to get electronic invitations and RSVP and credit card system in place by July 4, 2018.
- b. Sharon: will contact Meridian Hills C.C. to schedule a holiday luncheon for our membership in December 12, 2018.
- c. Courtney: will contact ICLEF to coordinate a speaking topic for an Autumn 2019 program to promote the ASA (topic TBD).
- d. Chris: has agreed to act as Secretary at all officer meetings.
- e. Tim will post agenda/minutes on website.
- f. Chris/Courtney: will meet at a local bank branch to get Courtney added to our bank records as our new Treasurer and send deposit to The Children's Museum as soon as possible.
- g. Chris: will plan to organize quarterly Coffee get-togethers to engage members throughout state and recruit new members and set up conference calls
- h. Courtney: will research our non-profit status within the State of Indiana to ensure our chapter pays no sales tax as a 501-c-3 entity.
- i. Chris/Courtney: will prepare 2017-2018 fiscal year-end report by July 2018 deadline.
- j. Tim: will continue to maintain our chapter website. Information regarding new members, upcoming events, minutes, etc. should be forwarded to Tim.
- k. Chris: will prepare officer binders for each officer.

Meeting adjourned at 1:15pm

Respectfully Submitted: Christopher Hirschfeld ASA