

Arizona Society of Enrolled Agents (AzSEA)
Board Meeting Minutes from September 24, 2015

AzSEA held its Board Meeting at the Old Country Buffet, 17125 N 79th Ave, Glendale, AZ

President Jeff Augenstein, EA, called the meeting to order at 9:45 a.m.

Present:

Jean Canoose, EA, Past President
Cindy Nelson, EA, Director 2018
Jeff Augenstein, EA, President
Kerry Freeman, EA, Director 2017
Linda James, EA, Secretary
Sherry Hardin, EA, Director 2016
Bruce Eldredge, EA, NACEA President
Diana Noyes, EA, NPCA Treasurer

Drury Sylvester, EA, Treasurer
Leslie Gustafson, EA, NPCEA President
Forrest Davis, EA, Director 2016
Tina Stark, EA, PWCEA, 2015 SWF Chair
Lance Bonlender, EA, Director 2017
E. Neils Michelson, HCCEA
Roxanne Augenstein, EA, HCCEA
Sean Bailey, SACEA President

Absent:

Phil Shaffer, EA, SACEA Vice President
Melissa Fleming, EA, Director 2018
Chet Ware, EA, SACEA, Director 2017

Aaron Blau, EA, Vice President
Wendy Thompson, EA, Director 2016
Rebecca Everhard, EA

Secretary's Minutes - Linda James: The July 17, 2015, minutes were distributed online. Motion to accept minutes made by Tina Stark, seconded by Sherry Hardin, was passed.

Treasurer's Report - Drury Sylvester: Total current assets as of September 17, 2015, were \$110,435.78. This number includes practice protection funds of \$54,648.52. Miscellaneous income reflects the return of the unused SEE Class Seed money \$1,150.00 from NACEA and Other Sales are \$135 in commissions from Queensboro logo sales. NAEA check for April dues was lost in the mail. Still waiting for commissions from Quickfinder sales. Tina Stark moved and Lance Bonlender seconded a motion to accept; the motion passed.

President's Comments- Jeff Augenstein: October 20, 2015, in Gallup, NM will be a joint event for New Mexico, Arizona, and the Navajo Nation. The purpose is to introduce Educating America into the Dineh Community. Tina Stark has been accepted to attend the Leadership Academy in Orlando, FL on November 7, 2015. She will also attend APEX on the 5th and 6th.

Chapter Reports:

CACEA - Aaron Blau: Report emailed 9/17/15.

HCCEA - E. Neils Mickelson: Working on updated By-Laws for their chapter.

NACEA - Bruce Eldredge: Last local meeting speaker was Steve from AZ DOR re the amnesty program. SWF16 planning continues.

SACEA - Sean Bailey: Phil Shaffer is seriously ill. Chapter meetings are scheduled through 2017 encouraging membership and attendance at monthly meetings. Speakers are needed.

PWCEA - Tina Stark: Encouraging membership by offering 4 free hours of CPE on October 29. Tina has redone the AZ Tax Credit brochure for each chapter to encompass the legislative changes during 2014/15. She also submitted a report online.

NPCEA - Leslie Gustafson: Written report presented. They currently have seven members.

Committee Reports - AFIT: Nothing for today.

APEX: Report will be presented in November.

BYLAWS: Kerry Freeman: The By-Laws of the new chapter have been accepted. Jean Canoose suggested we may want to consider a By-Law change because with the new chapter, we will have 20 voting members now, with up to nine at-large board members. Discussion on this will be tabled until the next meeting.

EDUCATION: Wendy Thompson: Written report provided. Jean Canoose said the Education Chair needs to be monitoring the continuing education provided by the individual chapter meetings to ensure the sign ins, course materials, evaluations, etc are being completed correctly. This is necessary to preserve the AzSEA federal CE provider number in case of audit. Wendy would like to attend the NNESEA seminar October 22 through 24.

FLASH NEWSLETTER: Forrest Davis: Nothing special at this time.

LEGISLATIVE: Aaron Blau: Nothing today.

MEMBERSHIP: Chet Ware: Nothing today.

PUBLIC RELATIONS: Kerry Freeman: Written report provided.

SPEAKERS SUBGROUP: Bruce Eldredge: Turnkey education programs are available for a price to present to public groups, preferably in December and January. These are designed to be branded and modified by any firm. Jean asked if National should do this, rather than our chapter. Forrest will contact National for their opinion.

CHAPTER DEVELOPMENT: Jeff Augenstein: Installation of new officers of North Phoenix Chapter of Enrolled Agents. Leslie Gustafson - President; Diana Noyes - Treasurer; Kathy Kilstrom - Secretary. Kathy was installed via telephone. Tina Stark moved and Drury Sylvester seconded a motion to accept the name North Phoenix Chapter of Enrolled Agents. Motion Passed. Drury Sylvester moved and Sean Bailey seconded a motion authorizing the new chapter to open a chapter checking account at Chase Bank using the AZSEA EIN. The signers are to be the current president, treasurer, and state board member, Kerry Freeman. Motion passed.

SWF16: Bruce Eldredge: Written report presented.

WEBSITE: Forrest Davis: A power point presentation outlined what is available for use in creating and maintaining a website for the state. The website task force committee consists of Bruce Eldredge, Aaron Blau, Melissa Rainwater-Fleming, Forrest Davis, and Kerry Freeman. For the next meeting, the task force will provide three or four quotes from outside providers delineating what each provider can or can't provide, what software or operating systems they integrate with or do not, and cost expected for set up and continued usage.

Old Business: SWF 17: Recommended participants for SWF committees are to include past SWF committee chair, current SWF committee chair, and future year committee chair. At this time, that would be Tina Stark, Bruce Eldredge and Aaron Blau. Also volunteering to assist are Jeff and Roxanne Augenstein. Tina mentioned the lack of standardized contracts for the speakers. It was also suggested the role of the state re SWF be clarified. Bruce restated the Oregon society has its education chair select the speakers for their SWF equivalent.

By-Laws: It was recommended that each chapter review their by-laws for conflicts regarding membership in two different chapters at the same time.

Leadership Academy: There is still time for another applicant to be accepted to 2015 Leadership Academy.

New Business: Fall seminar: Roxanne Augenstein: There is no venue, no date, no topics and no speakers. Lance Bonlender moved and Bruce Eldredge seconded a motion to cancel the Fall Seminar for 2015. Motion passed.

Advertising opportunities: Kerry Freeman: The final paragraph of his report was discussed. Sean Bailey asked the board to consider what goals are we trying to establish with funding advertising? Driving membership? Enticing clients? The topic was tabled at this time.

Paid assistant position: It was the general consensus of the board not to proceed with this at this time.

Next meetings: 9:30 a.m., Thursdays, October 22, 2015 and November 19, 2015
at Old Country Buffet, 17125 N 79th, Glendale, AZ.

Meeting adjourned at 2:50 p.m. following a motion by Neils Michelson, seconded by Cindy Nelson, and a unanimous vote.

Respectfully submitted,

Linda S James, EA
AzSEA Secretary