



## Accounting & Financial Women's Alliance

CONNECT • ADVANCE • LEAD

Ames Chapter

February 2016

# THE SPOKESWOMAN

Ames Chapter #158

### Websites

National: <http://www.afwa.org>

Local: <http://amesafwa.org>

### MISSION STATEMENT

The mission of the Accounting & Financial Women's Alliance is to enable women in all accounting and finance fields to achieve their full potential and to contribute to their profession.

### MEETING INFORMATION

"Accounting Profession Update"

Wednesday, February 17<sup>th</sup>  
The IowaStater Restaurant  
2100 Green Hills Dr, Ames, IA

**Presenter:** Cindy Adams, CEO of Iowa Society of CPA's

**Field of Study:** Accounting

**Program Level:** Basic

**Program Prerequisites/Advance Preparation:**  
None

**Instructional Delivery Method:** Group Live

**Recommended Amount of CPE Credit:** 1 credit hour

**Administrative Policies:** Please respond to the evite. Meals will be individual bills. If you would like to make or cancel a reservation and did not receive a separate evite, please send an email to [Cindy.Sippel@gafg.com](mailto:Cindy.Sippel@gafg.com). For more information regarding administrative policies such as complaint and refund, please contact Ames Chapter Program Co-Chair, Cindy Sippel at [Cindy.Sippel@gafg.com](mailto:Cindy.Sippel@gafg.com) or 515-450-8670.

**Official National Registry Statement**

AFWA is registered with the National Association of State Boards of Accountancy (NASBA) as a sponsor of continuing professional education on the National Registry of CPE Sponsors. State Boards of accountancy have the final authority on the acceptance of individual courses of CPE credit. Complaints regarding registered sponsors may be addressed to the National Registry of CPE Sponsors: 150 Fourth Avenue, Suite 700, Nashville, TN, 37219-2417. Web site: [www.nasba.org](http://www.nasba.org)

The schedule for the evening will be:

5:30 p.m. Networking

6:00 p.m. Speaker

7:00 p.m. Meeting

Please RSVP through the separate evite being sent. If you must change your registration after that time, please contact Cindy Sippel at [Cindy.Sippel@gafg.com](mailto:Cindy.Sippel@gafg.com) or 515-450-8670 or update your response on the Evite.

### NETWORKING LUNCHEON

TBD

Begins at 12:00 P.M.

Please RSVP through the separate evite being sent.

### PRESIDENT'S MESSAGE

It feels like forever since we last meet. Thank you to Marilyn for hosting our holiday party.



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There was a small number of us, but we still had a lot of fun sharing stories, eating Marilyn's delicious soups, and having a few good laughs over the White Elephant exchange. This year's White House ornament was beautiful as always and Mr. Wonderful made an appearance during the exchange.

Nick and I also received great news for Christmas. We will be expecting our second child in August.

I also had the opportunity to speak with Diane Lyngstad, member of the AFWA Chapter Initiatives Committee. Diane has been reaching out to several of AFWA's healthy chapters to understand what makes for a healthy chapter.

The holidays were also a very sad time this year as Kathy Strum passed away on December 23<sup>rd</sup>. Kathy has been with the Ames chapter since it was founded in 1990. To me, Kathy was a truly inspiring role model and advocate for Women in Accounting. She has touched so many lives in her personal and professional life and will be missed by so many.

I have many memories that I will cherish such as Karen and Kathy's slide show of their People to People trip to Russia, Kathy's slumber party, and having the opportunity to speak with Kathy about her mentoring experiences during our "Queen Bees, Tall Poppies, and Drama Queens" presentation.

If you were not able to attend the holiday party and would still like to make a donation to the scholarship fund, please consider making a donation in Kathy's memory.

Lisa Palmersheim

### **AGENDA**

Agenda:

1. Call to Order
2. Quorum
3. Approval of Minutes (November)
4. Treasurer's Report
5. Committee Reports
  - a. Membership
  - b. Program
  - c. Bulletin
  - d. Scholarship
  - e. Treasurer's Workshop
6. Old Business
  - a. AFWA National Bylaw Amendments
    - i. Voting Results
  - b. Standing Rules - Founders Award
7. New Business
  - a. 2016-2017 Nominating Committee and Chair
8. Announcements
  - a. 2016-2017 National Membership Dues – Starting July1, 2016
    - i. Regular \$199
    - ii. Affiliate \$199
    - iii. Associate \$99
    - iv. Retired \$75
  - b. LEAP Advisory Council Applications Opening Soon
9. Adjournment



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### MINUTES – November 2015

Accounting and Financial Women's Alliance  
Ames Chapter #158  
Membership Meeting  
November 18, 2015

#### Call to Order:

The November Membership Meeting of the Ames Chapter #158 was called to order by President Lisa Palmersheim at 7:41 p.m. on Wednesday, November 18, 2015 at The Iowa Stater Restaurant in Ames, Iowa. Those in attendance were members: Ann Kurtenbach, Margaret Munson, Jing Li, Jan Duffy, Elizabeth Bruns, Karen Jacobson, Julie Luther, Phyllis Friedman, Kayla Sander, Lisa Palmersheim, Theresa Samson, and Linda Borst.

A quorum was present.

#### Minutes:

Margaret Munson provided clarity on differences between the June and August minutes printed in the September bulletin as compared to the November bulletin. She provided a copy of the amended June and August minutes as posted on the website and as published in the September bulletin.

Karen Jacobson suggested an amendment to the August minutes addressed above under New Business – Item A. The amendment called for the text “*Motion carried*” to be added to Item A. This would now read, “*Delegates are needed for the Annual Conference in Pittsburgh in October. Jan Duffy moved and Cindy Sippel seconded that Karen Jacobson carry both votes and go informed. Motion carried.*”

Jan Duffy moved that the minutes of the August meeting be approved as posted on the website and as published in the September bulletin with Karen Jacobson's amendment. The motion was seconded by Theresa Samson. Motion carried.

Karen Jacobson moved that the minutes of the June meeting be approved as posted on the website and as published in the September bulletin. The motion was seconded by Elizabeth Bruns. Motion carried.

#### Treasurer's Report:

Ann Kurtenbach presented the Treasurer's Report. The corrected July report, along with the August, September, and October reports, were handed out. The balance in the General Account as of 10/31/2015 is \$7,490.52. The balance in the Scholarship Account as of 10/30/2015 is \$1,683.95 with an unrestricted balance of \$683.95. The report will be placed on file for review.

#### Committee Reports:

##### A. Membership:

1. Karen Jacobsen reported that we currently have 27 active members. This number has dropped from 30 active members in August. This takes into consideration we have three members who have lapsed memberships. Two of those members have confirmed they will not review. The third member is still considering. This total also excludes the member from Texas who is still showing on our roster.
2. We have one new member, Jing Li! Jing was recruited by Jan Duffy. She is currently working at Renewable Energy Group in the tax department.
3. Karen Jacobson will order new name tags for Jing Li, Phyllis Friedman, and Jan Duffy. **Please contact Karen Jacobson ASAP if you would**



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### like a new nametag.

#### B. Program:

Elizabeth Bruns reported the following plans for programs:

- December – Holiday Party – This will tentatively be held at Marilyn Moehlmann's or Jan Duffy's homes. An invitation will be sent out with all details.
- January – No meeting
- February – Cindy Adams will present on current issues in the profession
- Upcoming topics – RSM will present on state and local taxes

#### C. Bulletin:

Jodi Baker has established a list of due dates for all bulletin materials. Margaret Munson will post these on the website. Jodi will continue to send out email reminders to those who make regular submissions to the bulletin.

AFWA Bulletin Publishing Time lines		
	Need Information by	Published Date
Dec-15	12/3/2015	12/4/2015
16-Jan	1/7/2016	1/8/2016
16-Feb	2/4/2016	2/5/2016
16-Mar	3/3/2016	3/4/2016
16-Apr	4/7/2016	4/8/2016
16-May	5/5/2016	5/6/2016
16-Jun	6/2/2016	6/3/2016

#### D. Scholarship:

Margaret Munson reported that the National application is out. The scholarship committee will make updates to the Ames chapter application and make it available on the chapter website by Jan 11<sup>th</sup>. The committee will also send the application to ISU faculty to announce

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to students. The committee plans to assign a Feb. 1<sup>st</sup> due date.

#### E. 25<sup>th</sup> Anniversary of Ames Chapter:

1. The 25<sup>th</sup> anniversary celebration was a great success!
2. A total of \$1,200 was budgeted for the 25<sup>th</sup> anniversary event. Net expenses came in under budget at \$682.05.
3. A folder regarding the event will be made for the President's box.
4. A total of 41 chapter members, spouses, and friends attended the event. The Des Moines chapter was very supportive as they sent many representatives to the event.
5. The Ames AFWA Chapter was thrilled to honor Karen Jacobson with the first Founders Award at the event!

#### F. Treasurer's Workshop:

1. Jan Duffy, Ann Kurtenbach, Margaret Munson and Cheryl Carlile continue to plan the treasurer's workshop. The workshop will run 4 hours and cover the topics of 990's and the importance of oversight and controls.
2. Mary Mosiman suggested Andy Harris for a presenter. Ann Kurtenbach will contact Andy. Elizabeth Bruns suggested her manager as a presenter for the 990 topic. Elizabeth will approach her manager and contact Jan Duffy with any interest.
3. The workshop will tentatively be held in May.
4. The workshop will be held in the Gerdin Business Building on the Iowa State University campus. The College of Business is allowing AFWA to use this space free of charge.

#### Old Business:

Theresa Samson presented the proposed additions and revisions to the Standing Rules.

Addition - Insert under Awards & Recognition as



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the first item:

*The outgoing Immediate Past Chapter President or her designee, shall be responsible for the Installation of Officers. Installation of Officers will take place at the June meeting.*

Lisa Palmersheim proposed an amendment to the addition to change "her designee" to "a designee".

Revision – *The outgoing Immediate Past Chapter President shall be responsible for purchasing the outgoing President's gift and shall present the outgoing President's Gift at the time of installation of officers.*

Karen Jacobson proposed a revision to uncapitalize the g in Gift.

Theresa Samson moved to accept the proposed additions and revisions to the standing rules as amended. The motion was seconded by Julie Luther. Motion carried.

- B. Margaret Munson proposed adding something to the standing rules regarding the Founders Award. Lisa Palmersheim and Margaret Munson agreed to work on this proposal for the next business meeting. They encourage all members to read the standing rules and notify the chapter of any suggested changes.

New Business:

- A. Karen Jacobson presented three bylaw changes appearing on the Bylaw Ballot 2015. Karen Jacobson added additional information from the Bylaws Forum at the national conference. See this document for details. Chapter votes will be submitted by Lisa Palmersheim to Erika Harney by December 1, 2015.

- 1. Proposed change: Update the current mission for brevity – Jan Duffy moved to vote yes on the

proposed amendment. The motion was seconded by Karen Jacobson. Motion carried.

- 2. Proposed change: Remove dues restrictions – Jan Duffy moved to vote no on the proposed amendment. The motion was seconded by Margaret Munson. Motion carried.

- 3. Proposed change: Article III. Membership – Clarity is needed regarding the emeritus membership – Margaret Munson moved to vote yes on the proposed amendment. The motion was seconded by Karen Jacobson. Motion carried.

- 4. The previously noted proposed change regarding retired members resulted in a great deal of discussion at the national level and will not be sent to chapters for a vote at this time.

- B. Sara Kolbe, Secretary, did not renew her membership. Lisa Palmersheim moved that Kayla Sander fill the position of Secretary for the remainder of the 2015-2016 year. The motion was seconded by Karen Jacobson. Motion carried.

Barbara Bennett, Scholarship Committee Chair, did not renew her membership. Karen Jacobson proposed that Margaret Munson step into the Scholarship Committee Chair position. Margaret agreed. Lisa Palmersheim moved that Theresa Samson serve as the additional scholarship committee member. The motion was seconded by Jan Duffy. Motion carried.

Announcements:

- A. Jan Duffy reminded all members about the upcoming annual Contemporary Issues in Accounting Conference. The date of the conference is Friday December 18<sup>th</sup> from 8:00 a.m. to 3:40 p.m. This conference offers 8 hours of CPE. The conference is now filled to capacity, but you are encouraged to check out the conference next year! You can find a schedule



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and other information on the 2015 conference at <http://www.business.iastate.edu/events/contemporary-issues-accounting>.

Adjournment: Meeting adjourned at 8:38 p.m.

Respectfully submitted,

Kayla Sander, Secretary

**Draft Proposal Awards & Recognition**

Draft proposal for a revision of the Awards & Recognition section of our standing rules to include the Founder's Day Award.

The Chapter may award a Founder's Day Award for long-term service to the chapter. Nominations for the award may be made to the Board by any member. Upon receipt of a nomination, the Board will convene a committee of the Board, not including the nominee, to consider the nomination.

The presentation of the Founder's Day Award will be made at the November meeting.

**SAVE THE DATE AND SPREAD THE WORD**

A seminar entitled "So You Said You'd be Treasurer, Now What?" is being planned for Saturday, May 7 at 8:00 AM. This is designed to help treasurers with local

organizations with the skills needed to do the job well. It will include a session on tax reporting requirements, as well as record keeping and internal control. The sessions will also be available for continuing education. The committee consists of Annmarie Kurtenbach, Margaret Munson, Cheryl Carlile and Jan Duffy. If anyone else would like to help, please let us know.

**WELCOME NEW MEMBERS –**

**PHYLLIS FRIEDMAND AND JING LI**

Phyllis is the payroll manager for Payroll Services of Iowa (Klatt & Associates) in Ames. She is married with 2 adult children, moving to Ames from Virginia.

Jing Li works for Renewable Energy Group in Ames. She moved to Ames in August 2015 from North Carolina. Jing joined the profession recently and wants to develop her professional network through AFWA. Thank you, Jan Duffy, for bring Jing to the Ames Chapter.

**CONGRATULATIONS**

CONGRATULATIONS to Libby Bruns and new member Jing Li for recently passing the CPA exam. Way to go, ladies!!!!



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### AMES CHAPTER OFFICERS

President: Lisa Palmersheim  
Email: [president@amesafwa.org](mailto:president@amesafwa.org)

Vice President: Jaimie Williamson  
Email: [vice-president@amesafwa.org](mailto:vice-president@amesafwa.org)

Secretary: Kayla Sander  
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Treasurer: Ann Kurtenbach  
Email: [treasurer@amesafwa.org](mailto:treasurer@amesafwa.org)

Past President: Theresa Samson  
Email: [past-president@amesafwa.org](mailto:past-president@amesafwa.org)

Program: Cindy Sippel  
Elizabeth Bruns  
Julie Luther  
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Articles and submissions to the newsletter are welcome. Please contact [bulletin@amesafwa.org](mailto:bulletin@amesafwa.org)