



August 2021

Ames Chapter #158

# THE SPOKESWOMAN

## Websites

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

**Local:** <http://amesafwa.org>

**LinkedIn:** <https://www.linkedin.com/groups/13567139>

## **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**

### **Parliamentary Procedures & Roberts' Rules of Order**

Date: Tuesday, June 10, 2021

Time: 5:30 p.m. Networking  
6 p.m. Program  
7 p.m. Business Meeting

Location: The Iowa Stater\*

**Presenter:** Jenny Sturgill

**Presenter Bio:** Jenny Sturgill is a Lecturer in the Department of Accounting at Iowa State University Ivy College of Business. She received her B.S. in Accounting from the University of Kentucky and her MAcc from the University of Tennessee. Jenny has worked for 20 years in financial and SEC reporting, controllership and financial oversight roles. In June 2021, Jenny "retired" from corporate accounting to become a full-time lecturer at ISU. In her spare time, Jenny enjoys travelling and cheering for the all UK Wildcat sports teams with her husband and thirteen-year-old son.

## **Learning Objectives & Program**

**Content:** Parliamentary procedures are an important component of corporate governance and record keeping. The same principals can and should be applied in both not-for-profit and other civic organization governance. The discussion includes key components to ensure governance items are adequately voted on, ensure records include required items and overall organization.

**Field of Study:** Management

**Program Level:** Basic

**Program Prerequisites/Advance**

**Preparation:** None

**Instructional Delivery Method:** Group Live and Group Live Online

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

\*Note: There will be an online option via Zoom



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## **PRESIDENT'S MESSAGE**

We begin the year with a sense of excitement for a new normal! This summer has been a time of reset, recharge and renewal unlike any of our recent past as we emerge from the Pandemic lockdown with a new set of tools. This is especially true for me this year as I retired and am working on moving my mom into my home. The process of cleaning out has afforded me with great motivation for change. Our chapter is also experiencing some change in how we conduct our meetings. I am looking forward to meeting in person again but also with a virtual option that we may not otherwise have pursued. The Pandemic forced us to take a step back and reflect on our ways of living, working and interacting resulting in positive change for many. I'd like to thank the 2020/2021 officers and committee chairs for getting us through the last year despite the many obstacles. We had a productive planning meeting in July and have a great slate of officers and committee chairs. Let us approach this year with that same sense of hope and renewal for our chapter that comes with change many of us are experiencing in other areas of our lives.

Cheryl Carlile

## **AUGUST MEMBERSHIP MEETING AGENDA**

1. Call to Order
2. Quorum
3. Approval of Minutes – June and July 2021
4. Treasurer's Report
5. Old Business
  - a. 2020/2021 Outstanding Member
  - b. By-laws and standing rules
6. New Business
7. Announcements
  - a. National Events
8. Adjournment

## **JULY MEETING MINUTES**

The monthly membership meeting was held July 13, 2021, with six attendees through Zoom and three in person. The meeting was called to order by President, Cheryl Carlile at 6:38 pm. Those in attendance were Cheryl Carlile, Carla Danielson, Jan Duffy, Karen Jacobson, Catherine (Kate) Mulder, Margaret Munson, Lisa Palmersheim, Cindy Sippel, and Jenny Sturgill. A quorum was present.

## **Minutes**



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Margaret Munson moved and Jan Duffy seconded that approval of June minutes be postponed until they are printed in the bulletin. Motion carried.

### Treasurer's report

Cindy Sippel presented the Treasurer's report. The chapter has a balance in the general fund of \$6,982.70 and \$5,283.30 in the scholarship fund. Of the scholarship fund, \$3,600.00 is restricted for the Kathleen M Strum scholarship and \$1,500 is payable for 2020-2021 scholarships essentially spending almost all the funds. The Treasurer's report will be placed on file for chapter inspection.

### Committee Reports

*Membership* Margaret Munson and Cindy Sippel reported that we have 19 active members.

### Old Business

- a. *Bylaws*: Proposed changes to the chapter bylaws were sent to members on June 8. The revision is:

**ARTICLE IV OFFICERS**  
Section 7.

*(CURRENT)*

*No officer shall be eligible to serve more than two [2] consecutive terms in the same office.*

*(PROPOSED)*

*Every attempt will be made to fill officer positions so that no officer shall serve more than two [2] consecutive terms in the same office. However, due to the limited number of active members, any officer position, except the Treasurer, may be filled with a member who has already served two [2] consecutive terms in the same office.*

Karen Jacobson moved to approve the proposed bylaw change subject to approval by National. Cindy Sippel seconded. Motion carried unanimously. Margaret Munson will send the revision to National for their approval.

- b. *Presentation of a President's pin to Past President Margaret Munson* -Since Margaret was attending virtually, she will receive the physical pin at a later date.
- c. *Member of the Year* Deferred to a future meeting

### New Business

- a. *Budget* Cindy Sippel presented a proposed 2021-2022 budget. The General Fund Budget proposed \$351.50 in income and \$705 in expenses. The Scholarship Fund Budget proposed \$2001.50 in income and \$2,800 in expenses. It was suggested that references to the Treasurers Workshop and the Projector/Screen be removed as line items. Jan Duffy moved that the budget be approved with formatting



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changes. Kate Mulder seconded. Motion was approved unanimously.

- b. *Program Planning*
1. *Contact businesses in the area to get contacts for a recruitment meeting.*
  2. *Program Topic Suggestions*
    - i. *Robert's Rules of Order*
    - ii. *Diversity several possible*
    - iii. *speakers were suggested*
    - iv. *Business Communication*
    - v. *Small Business Development Corporation*
    - vi. *Excel*
    - vii. *Data Visualization*
    - viii. *Jamie Pollard*
    - ix. *Compilation and Reporting*
      - x. *Data Security*
      - xi. *Speaker from the FBI*
      - xii. *Negotiation*
    - xiii. *Not-for-profit accounting, forms of organization*
  3. *Survey members regarding preference for virtual or in-person meetings.*
  4. *Designate one meeting as a joint meeting with Young Professionals.*
- c. *Goals* Two goals were proposed. Cindy Sippel moved that the following two goals be adopted for the 2021–2022 chapter year. Karen Jacobson seconded. Motion passed unanimously.

5. *Membership* Net increase of 2 members, to a total of 21.
6. *CPE* 8 hours of CPE

## **Announcements**

### **Adjournment**

Meeting adjourned at 8:13 pm.

### **JUNE MEETING MINUTES**

The monthly meeting was held June 8, 2021 as a Zoom meeting with 10 people in attendance. The meeting was called to order by President, Margaret Munson at 7:07 pm. Those in attendance were Cheryl Carlile, Carla Danielson, Jan Duffy, Karen Jacobson, Ann Kurtenbach, Catherine (Kate) Mulder, Margaret Munson, Lisa Palmersheim, Cindy Sippel, and Jenny Sturgill. A quorum was present.

### **Agenda Amended**

Margaret Munson added an agenda item:

Under *Old Business*, add item “a. Bylaws and Standing rules review of terms of service”.

Catherine (Kate) Mulder also added an agenda item:

Under *New Business*, add item “a. July planning meeting arrangements”.

### **Minutes**

Margaret Munson suggested an edit to the May minutes under the National Dues Simplicity Subcommittee report for



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clarification. Cheryl Carlile moved we approve the May 2021 meeting minutes as amended with Margaret's edit. Karen Jacobson seconded the motion and the motion was approved.

### **Treasurer's report**

Cindy Sippel presented the Treasurer's report. The chapter has a balance in the \$7,015.82 in the general fund and \$5,283.26 in the scholarship fund. One of the three scholarships has been paid while the other two will be paid this fall. Of the scholarship fund, \$3,600.00 is restricted for the Kathleen M Strum scholarship and \$1,500 is payable for current year scholarships leaving \$183.26 unrestricted funds.

The Treasurer's report will be placed on file for chapter inspection.

### **Old Business**

a. *Bylaws and Standing rules review of terms of service* - Karen Jacobson prepared a proposed change to our bylaws to address officers serving more than 2 consecutive terms in office. Margaret Munson emailed the proposed bylaw change to members on June 7, 2021 with an explanation that we plan to vote on the change at our July meeting. After discussion, it was agreed the June 7<sup>th</sup> email met the 30 day member notification requirement to vote on bylaw changes, but we would also include this

information in the next bulletin before voting at the July meeting.

b. *2020 Outstanding Member – Committee Chair, Cheryl Carlile, and Jan Duffy met and will be making a presentation later. They plan to present the award to the selected member at the July meeting when it can be done in-person.*

### **New Business**

a. *July planning meeting arrangements* – Cindy Sippel will host meeting to be held July 13, 2021 beginning at 6 pm. We will plan to have a potluck dinner. Carpooling options will be presented closer to meeting. Ann Kurtenback will send out an evite for July 13<sup>th</sup>, requesting members RSVP with the dish they plan to bring to the potluck event.

b. *Year 2020-21 Chapter Officers Installation.* Catherine (Kate) Mulder recognized and thanked the 2020-2021 board for their service then installed the 2021-22 Chapter Officers and Directors. Margaret Munson requested new directors send her an email noting the email address they prefer to use for their respective Chapter alias account.

### **Announcements**

a. National Events – Margaret encouraged members to view the events on the National Website as there are numerous events available for participation.



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b. Other – Cheryl Carlile commended Margaret Munson on her job as President and presented her with President Pin for her service.

## Adjournment

Meeting adjourned at 7:50 pm.

### MEETING DATES 2021-2022

August 10, 2021  
 September 14, 2021  
 October 12, 2021  
 November 9, 2021  
 December 14, 2021  
 February 8, 2022  
 March 8, 2022  
 April 12, 2022  
 May 10, 2022  
 June 14, 2022

### QUOTE OF THE MONTH

“You gain strength, courage and confidence by every experience in which you really stop to look fear in the face. You are able to say to yourself, “I lived through this horror. I can take the next thing that comes along.” You must do the thing you think you cannot do.”  
 – Eleanor Roosevelt

### 2021-2022 OFFICERS

President: Cheryl Carlile  
[president@amesafwa.org](mailto:president@amesafwa.org)

Vice President: Carla Danielson  
[vice-president@amesafwa.org](mailto:vice-president@amesafwa.org)

Secretary: Margaret Munson  
[secretary@amesafwa.org](mailto:secretary@amesafwa.org)

Treasurer: Cindy Sippel  
[treasurer@amesafwa.org](mailto:treasurer@amesafwa.org)

Past President: Margaret Munson  
[past-president@amesafwa.org](mailto:past-president@amesafwa.org)

Program: Jennifer Sturgill  
[programs@amesafwa.org](mailto:programs@amesafwa.org)

Program Coordinator: Ann Kurtenbach  
[programs@amesafwa.org](mailto:programs@amesafwa.org)

Publicity: Lisa Palmersheim  
[publicity@amesafwa.org](mailto:publicity@amesafwa.org)

Newsletter: Jaimie Williamson  
[bulletin@amesafwa.org](mailto:bulletin@amesafwa.org)

Scholarship: Karen Jacobson, Chair



Accounting & Financial Women's Alliance

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*Ames Chapter*

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Ann Clem

Cindy Sippel

[scholarship@amesafwa.org](mailto:scholarship@amesafwa.org)

Articles and submissions to the newsletter  
are welcome. Please contact [bulletin@amesafwa.org](mailto:bulletin@amesafwa.org)