**ACCOUNTING AND FINANCIAL WOMEN’S ALLIANCE**

 **MINUTES OF THE 77TH ANNUAL BUSINESS MEETING**

**October 28, 2017**

President Lori Kelley called the 74th Annual Meeting of the Accounting & Financial Women’s Alliance (AFWA) to order on October 8, 2017 at 8:30 a.m. EDT at the Westin Alexandria, Alexandria, VA. President Elect, Karyn Hartke, CPA was present and acting as secretary for the meeting.

Ericka Harney, Executive Director and provisionary member of the National Association of Parliamentarians gave advice regarding the role of the members at this meeting.

The President called upon Credentials Committee Michelle Venus, Dallas Chapter, whose report follows. The total number of members eligible to vote is 101 and the number of members in attendance is 101. The AFWA Bylaws, Article VI, Meetings, Section 6, provides that a Quorum shall consist of a majority of registered members present at the meeting. A majority of the registered members would be 51, and 101 members are in attendance.

On behalf of the Credentials Committee, Michelle Venus moved the members, hereby submitted, is the official roll of the voting members of the Annual Business Meeting. The motion passed by acclamation.

The President announced that a quorum was established and thanked Ms. Venus and her committee.

The President called upon Karyn Hartke, CPA, National President Elect and Chair of the Rules Committee, who gave the report of the committee.

On behalf of the Rules Committee, Karyn Hartke moved for the adoption of the proposed standing rules for the 77th Annual Business Meeting of the AFWA. The motion was passed by acclamation.

The President recognized Hartke who moved for the adoption of the agenda for the 77thAFWA Annual Business Meeting. The motion was seconded and passed by acclamation.

The President made the following appointments for the 77th AFWA Annual Business Meeting:

* + Resolutions Committee Chair: Katherine Eastham, Seattle Chapter

The following members of the Credentials Committee were appointed as tellers and timekeepers:

* + Shannon Comstock, Dallas Chapter, Teller
	+ Alanna Abreu, Central New York Chapter, Timekeeper
	+ Kathryn Seltman, D.C. Chapter, Teller
	+ Melody Sumpter, Kokomo Chapter, Teller
	+ Wendi Hall, Milwaukee Chapter, Teller

The President appointed the following members to approve the minutes of this meeting:

* + Karyn Hartke, National President Elect
	+ Linda Forde, Northeast Florida
	+ Mary Burns, Tulsa Chapter

The President pointed out that the minutes will be posted to the members portal section of the Accounting and Financial Women’s Alliance website, and the members will be notified via email at that time.

The President reported that the minutes of the 76th Annual Business Meeting were provided to all attendees via email. These minutes were approved by a committee appointed by the 2016-2017 National President, Linda Harris. The approved minutes were also posted to the members-only section of the website.

The next business in order was the election of four members, two of whom will serve as alternates, to the nominating committee to serve during the 2018 Annual Conference for Accounting and Financial Women. The President recognized Linda Harris, Chair of the current AFWA Nominating Committee to explain the duties of the Nominating Committee.

The President opened the floor to nominations. The following members were nominated:

* Melanie Miller, Tulsa Chapter
* Nicole Sheets, Silicon Valley Chapter
* Kelly Haden, New Orleans Chapter
* Kathryn Schrader, Knoxville Chapter

The nominations were closed by the President. Voting was conducted by ballot vote. Ballots were collected by the tellers and removed for tallying.

The President recognized the members of AFWA National Board of Directors for the administrative year 2017-2018 present and recognized those not present.

The President acknowledged the following that have accepted appointments and committee assignments:

* + AFWA Annual Conference Chair: Tyna Gaylor, D.C. Chapter
	+ AFWA Audit Committee: Shelby Williams, Mesa East Valley Chapter
	+ AFWA Foundation Directors: Melanie Miller, Tulsa Chapter, Bambi Weber, Philadelphia Chapter

President Kelley called upon Stephanie Searcy, National Treasurer to introduce the board of the Foundation of the Accounting and Financial Women’s Alliance present and recognized those not present.

The President recognized Renee Richards, Vice President of the Membership Committee to recognize the headquarters staff.

The President recognized Susan Adams, National Director to introduce the AFWA LEAP Advisory Council.

Adams introduced Alanna Abreu, the Chair of the LEAP Council who shared an update on the council’s efforts for supporting our emerging professionals.

The President recognized Barbara Covington**,** the Chair of the Foundation, who presented her report on the state of the Foundation.

President Kelley called upon Immediate Past President, Linda Harris to present her report.

The President recognized Ericka Harney, Executive Director, to present her report.

President Kelley gave her President’s Address.

The President recognized the members attending their first Annual Meeting and announced the location of the 2019 Annual Conference in Kansas City, Missouri.

The President introduced National Directors Shelby Williams and Jessica Perkins who recognized the long-time members present.

The President recognized the Chair of the Credentials Committee, Michelle Venus, to present the report of the tellers from the election of the nominating committee, incorporated by attachment into these minutes.

The President declared Kathryn Schrader, of the Knoxville Chapter and Kelly Haden of the New Orleans Chapter elected to the Nominating Committee, with Melanie Miller of the Tulsa Chapter elected as first alternate and Nicole Sheets of the Silicon Valley Chapter the second alternate. The ballots will be destroyed after the Annual Meeting.

President Kelley recognized the Lifetime Members.

The President introduced Tyna Gaylor, National Director, who recognized members who reached milestones in membership.

President Kelly and President Elect Hartke, introduced the Past Presidents of the Accounting & Financial Women’s Alliance who were in attendance and thanked them for their contribution to the Organization.

The President recognized Laura Mangan, Vice President, Chapter Initiatives Committee, who acknowledged with sadness the passing of members of the association during the past year and gave a brief memorial tribute.

The President introduced Alanna Abreu, LEAP Council Chair who presented awards for chapter milestones.

The following chapters were recognized for milestones:

* Music City 10 Years
* Flagstaff 35 Years
* Fort Walton Beach 35 Years
* Huntsville 35 Years
* Kokomo 35 Years
* Marion 40 Years
* Silicon Valley 40 Years
* Wichita 45 Years
* Tacoma 60 Years
* Tampa 60 Years
* Houston 65 Years

National Director Grace Staten, recognized the following chapters for meeting the New Member Challenge:

* + Milwaukee Chapter
	+ Richmond Chapter
	+ Seattle Chapter
	+ Silicon Valley Chapter

Staten recognized AFWA member, Andrea Garcia who announced the following chapter who received awards for their chapter achievements:

* + Silicon Valley – Communication
	+ Denver Chapter – Programming
	+ Kansas City Chapter – Public Service
	+ Orange County Chapter - Scholarship

President Kelley called for any new business. No new business was brought before the delegates.

President Kelley recognized the Chair of the 2017 Annual Meeting Resolutions Committee, Kate Eastham, Seattle Chapter who moved the following resolution:

WHEREAS the Accounting & Financial Women’s Alliance is holding their 77thAnnual Meeting on October 28, 2017 in Alexandria, Virginia in conjunction with the Women Who Count 2017 National Conference, in which its members share knowledge and experience through continuing education courses, workshops, technical sessions, and networking, and WHEREAS, the Annual Conference Steering Committee, chaired by: Tyna Gaylor; with Committee Volunteers – Barbara Covington, Mary Lou Carver, Linda Harris, Lori Kelley, Karyn Hartke, and Melissa Peters; and Credentials Chair – Michelle Venus; and Headquarters Staff, Ericka Harney, Lisa Stephenson, Debi Williams, Yolanda Kennison, and Rachel Gates, have all dedicated so much of their time in organizing this conference and have worked to provide our members with the highest quality continuing educational sessions, and the opportunity to relax and have fun, therefore BE IT RESOLVED that we thank these women and all the members from across the country who served on the Washington DC conference committee for their warm hospitality and atmosphere of team spirit at this 77th Annual Meeting and Conference.

The resolution was adopted by acclamation.

President Kelley thanked all the members for assuming the responsibilities of representing the organization. The President also thanked the members for their attendance at this meeting. “By your presence, you have demonstrated a sincere interest in the affairs of the Association. The National Board represents you, the members. Please let us know your issues, questions, comments, suggestions, or ideas.”

The President declared the 77th Annual Business Meeting of the Accounting & Financial Women’s Alliance adjourned at \_\_\_\_\_\_\_ pm EDT, sine die.

Karyn Hartke, National President Elect

Linda Forde, Northeast Florida Chapter

Mary Burns, Tulsa Chapter

TELLERS REPORT FOR THE NOMINATING COMMITTEE

* Kathryn Schrader, Knoxville Chapter, received 77 voters.
* Kelly Haden, New Orleans Chapter, received 70 votes
* Melanie Miller, Tulsa Chapter, received 69 votes.
* Nicole Sheets, Silicon Valley Chapter, received 35 votes.