



June/July/August/September 2006

# AGA

## PHOENIX CHAPTER

2006 - 2007  
Issue 1

### MESSAGE FROM THE PRESIDENT

Welcome to the Phoenix Chapter of the AGA. The month of September has brought us back into the groove - our regular monthly luncheon/CPE meetings every 2<sup>nd</sup> Thursday of the month is back. My goal this year is to try and make our Chapter Bigger, Better and a great place to Network.

We had record attendance for the first 2 hour CPE audio conference session this month. Our board wishes to thank you all for your overwhelming support and taking the time to make this a very successful event. It is our sincere hope to provide you with a host of programs and events that are not only timely but also interesting and meaningful.

Your continued and active participation in Chapter events is paramount to our success. If you are not already a member of the AGA, I urge you to join today. I look forward to working with you this year and let us have fun building, growing our Chapter together.

Warm Regards,  
Gayathri D.(Devi) Bala, CGFM, CPA  
It's not work; It's the *Network*

### CHAPTER MEETING AND LUNCHEON

**Join us for our Monthly Meeting, and Luncheon on October 12th**

**Frank Darriga will speak on the Airport Development and It's Economic Impact (1 hour of CPE)**

**Location:** Maricopa Community College District Office, Governing Board Room, 2nd floor, 2411 W. 14th Street, Tempe AZ

**Cost:** \$15 for members , \$20 for non-members

**Time:** October 12, 2006  
11:30 am - 12:00 noon Buffet Lunch  
12:00 noon - 1:00pm Speaker Presentation

**Menu:**  
Veggie Lasagna  
Grilled Chicken Strips  
Caesar Salad  
Fruit Kebabs  
Desserts  
Soda, Ice Tea and Water

**RSVP:** Please RSVP via email to Michelle by Noon Tues. October 10, 2006  
[michelle.paul@domail.maricopa.edu](mailto:michelle.paul@domail.maricopa.edu)

In Subject: **AGA Luncheon RSVP**  
If you must cancel a reservation kindly send an email by the morning of the chapter meeting. Thank you!

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**AGA PHOENIX CHAPTER  
Program Year 2006/2007  
EXECUTIVE BOARD**

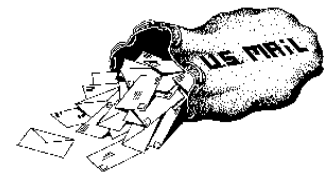
**PURPOSE:** Consists of chapter officers, past president, committee chairs, and other members appointed by the chapter president. Responsible for all chapter business and planning.

**OFFICERS:**

President	Gayathri (Devi) Bala	devi.bala@domail.maricopa.gov
Past President	Michelle Paul	michelle.paul@domail.maricopa.gov
Co-Vice President	Betsy Thompson	eht@asu.edu
Co-Vice President	Sandy Minor	sandy.minor@asu.edu
Secretary	Lynne Davis	Lynne.Davis@asu.edu
Treasurer	Tara Barton	tbarton@asu.edu

**TREASURER'S REPORT  
MAY/JUNE 2006**

	May	June
Book Balance	14,608.86	15,467.02
Receipts	4,760.96	19.25
Disbursements	3,902.80	755.78
Book Balance	15,467.02	14,730.49
Outstanding Checks	226.21	218.32
Outstanding Deposits	1,381.60	
Adjusted Book Balance	14,311.63	14,948.81
<u>Account Balance</u>		
Checking Balance	3,027.29	3,645.91
Savings Balance	2,849.14	2,850.90
Scholarships	3,578.36	3,583.61
Share Certificate	4,826.84	4,838.39
<b>Total</b>	<b>14,311.63</b>	<b>14,948.81</b>



**NEWSLETTER**

**We'd love your input!**

Please remember to send in any articles of interest, including any that you may have written on the subjects of management, accounting, or auditing. We welcome your comments and suggestions.

In addition, please send us any special announcements in relation to promotions, marriages, births, anniversaries, certifications achieved, or any other significant event for any of our chapter members. Any article submitted by the second week of the month will be included in the next month's newsletter.

Please email your news for forthcoming newsletters to Tara Barton at [tbarton@asu.edu](mailto:tbarton@asu.edu).

## ANNOUNCEMENTS

- ◆ Arizona State University – Accountant: Position located in the Accounting Services area of Financial Services. The staff requisition number is SRO-125566. For a detailed job description, please refer to Link: [www.jobsatasu.com/applicants/Central?quickFind=53131](http://www.jobsatasu.com/applicants/Central?quickFind=53131).
- ◆ A Special Request from Karie Tepper (AGA Member and Web Master): I've participated in the AZ Breast Cancer 3-Day (60-mile walk) for the last two years. This year, I want to walk in the 2006 AZ 3-Day on November 3-5, but need your emotional and financial support to do so. In order to walk, I need to raise a minimum of \$2,200. A dollar for every mile that I'll be walking would be wonderful, but a donation in any amount would be greatly appreciated. Supporting breast cancer research is very important to me. Eight years ago this October I lost my mother, Paulette, to breast cancer. There is not a day that goes by that I don't wish she was here. With your support, my hope is that our children won't have to grow up without a mom...or a dad. Yes, breast cancer can even affect men. To support me, just click the link <http://www.the3day.org/Arizona06/3days4mom> to go to my official AZ 3-Day website to either donate online or to download & print out a donation form to mail in. If you prefer to mail in your donation, make the check payable to the Breast Cancer 3-Day and notate "Karie Tepper #45253871" in the Memo section on the check. Thank you in advance for your generosity and support!

## CGFM COMMITTEE

Still "thinking" about pursuing the CGFM credential? The good folks at AGA national want to help. From September 1 until November 30, 2006 they will give a rebate of \$20 for CGFM applications received with the assistance of AGA chapters.

In order to receive a \$20 rebate,

1. the complete CGFM application (application form, \$85 application fee and copy of the transcript) must be received by AGA Office of Professional Certification during the period of September 1 through November 30, 2006.
2. the CGFM application form must have the promotional phrase: "CGFM chapter promotion - [name of your chapter]" written at the bottom of the form. If the application is submitted online, the applicant must put this phrase in the last question: "How did you learn about the CGFM Program?:".

Important notes:

- A full application fee of \$85 must be paid at the time of application. The \$20 check will be sent to the applicant by mail in January.
- The applicant must put the words "CGFM chapter promotion" AND the name of your chapter on the application form in order to receive the rebate.
- It is preferable that the applications are submitted by the applicants themselves and not by the chapter. The applicant does not have to be a chapter member in order to receive the rebate.

But that is not all...

The chapter that encouraged the most applications submitted as part of this promotion in the three-month period of September-November 2006 will also receive \$20 X the number of applications that quoted that particular chapter! PLUS every chapter listed on the application (in the promotional phrase as described above) will receive 50 BONUS CREDITS (Chapter Recognition Program) per application!

CGFM application form can be found on <http://www.agacgfm.org/cgfm/downloads/CGFMApplicationform.pdf>. Please contact Kathleen Rogers at [kathleen.rogers@asu.edu](mailto:kathleen.rogers@asu.edu) if you have any questions.

## MEMBERSHIP COMMITTEE

New Members as of September 2006:

Mr. Corey Christopher Arvizu  
Mr. Berton Wills  
Mr. Jose Felix  
Mr. Keith A. Campton  
Ms. Janet Woolum

Welcome New AGA – Phoenix Chapter Members!

### MEMBERSHIP UPDATE

We are pleased to announce a new incentive program for chapter member recruitment: current chapter members will receive a \$25 gift certificate for every 2 new members they sponsor. If you sponsor 4 new members, you'll receive a \$50 gift certificate, if 6, you'll receive \$75, etc. Please contact Ed Radwan at [Ed.Radwan@asu.edu](mailto:Ed.Radwan@asu.edu) if you have any questions.

### MEMBERSHIP PROFILE

This Newsletter presents a member profile on :

#### *Gayathri Devi Bala*

Years with AGA: 4

Education/Certifications: CPA, CGFM  
Post Baccalaureate in Accountancy from ASU.  
Masters degree in Business/Commerce from India  
ICWAI - Certified Cost Accountant– Certification in India

Occupation: Budget Analyst – II /Maricopa Community Colleges/Business Services

Professional Experience: 18 years in accounting, finance and higher education (including 7 years in Tokyo, Japan)

Family: Married with two children

Hometown: Now living in Phoenix, Arizona but born and raised in Bangalore, India

Hobbies/Personal Interests: Hiking, travel to different countries, watching Bollywood (Indian) movies and amazing Arizona skies

Favorite Food: Anything vegetarian

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**MEMBERSHIP COMMITTEE**  
(CONCLUDED)

*(Continued from page 4)*

**CONTACT THE MEMBERSHIP COMMITTEE!**

If you would like to see your (or a co-worker's) promotion, retirement, special recognition or award included in the membership section of the newsletter, or you have questions, comments or ideas regarding membership and recruitment, contact the Membership Committee at:

Membership Committee

E-mail to Edward.Radwan@asu.edu

Fax to (480) 965-2455; or

Phone at (480) 965-1101

**COMMUNITY SERVICE AND AWARDS COMMITTEE**

**AGA COMMUNITY SERVICE COMMITTEE  
GOALS & PLAN BREAKDOWN  
FOR 2006-2007 PROGRAM YEAR  
MAXIMUM CREDITS = 2,000**

COMMUNITY SERVICE EVENTS-Volunteers needed  
Total credits = 500

Oct: Race for the Cure

Assist Karie Tepper w/3 day walk – donations at Oct meeting 200 credits

Nov/Dec: Christmas Angels for Salvation Army 200 credits

Jan/Feb: St Vincent de Paul - food bank donation 100 credits

OTHER COMMUNITY SERVICE-NO Volunteers needed  
Total credits = 1500

Feb/Mar: College Scholarships—Three \$500 scholarships w/one year Early Career Membership to Phoenix Chapter  
AGA - 300 credits/

Sept/May: CGFM Scholarships-Two scholarships to pay for AGA members CGFM exam fees - 300 credits/



Publicity efforts to generate applications for the three \$500 college scholarships offered by AGA have begun. The announcement and application have been distributed electronically to the following groups and contacts:

- Financial Aid Office and Scholarship Office at ASU Tempe, ASU Polytechnic, and ASU West
- Financial Aid Office at University of Arizona
- Financial Aid and Scholarship Office at Northern Arizona University
- Maricopa County Community College District scholarship office
- Administrative contacts at School of Accountancy at Arizona State University-Tempe
- Mesa Community College Business Department chair
- Phoenix College Business Department accounting chair

## COMMUNITY SERVICE AND AWARDS COMMITTEE (CONCLUDED)

- Scottsdale Community College Business Department academic advisor
- Scottsdale Community College Business Department accounting chair
- Glendale Community College Phi Theta Kappa chapter (International Honor Society of the Two-Year College)
- Beta Alpha Psi (national scholastic fraternity of financial information professionals) at ASU West
- Accounting Students Association at Arizona State University-Tempe
- Arizona State University Accounting Honor Society –Tempe
- Arizona State University Grant & Contract Accounting Student Workers

The scholarship application has a November 30, 2006 deadline. The selection committee will meet and review applications during December, 2006. The selection committee members are Devi Bala, Sandy Minor and Betsy Thompson. Scholarship winners will be notified in December, 2006 and invited to a 2007 AGA chapter meeting to receive their scholarships. If you know of any other organizations or individuals who might benefit from learning about this scholarship opportunity, please contact Michele Wrapp at 480-965-4771.

## COMMUNICATIONS COMMITTEE

AGA now has a website! Check it out at [www.agaphoenix.org](http://www.agaphoenix.org). As you may notice, there are parts of the site that are still under construction. Please bear with us while our webmaster works on adding content and designing the layout. Since this is our first year having a website, we're trying to make sure we've covered all the bases. Below is a little synopsis of what you can find currently on our site.

Our AGA Phoenix Chapter's website has a number of different pages each with their own purpose. On our Home page, we aim to regularly post a message from our President, Devi Bala, and list the next upcoming event. If you want to find out more about AGA or what our Chapter's vision, mission and goals are please check out the Our Purpose or Becoming a Member pages. Our Calendar of Events page lists all the chapter meetings, audio conferences, or educational seminars currently scheduled for the program year. This page also gives you a sneak preview of when the PDC will be held and what topics we are planning to have in the program. On our Newsletters page, you will be able to find the current month's newsletter as well as an archive of previous month's newsletters for this program year. Finally, if you have any questions regarding our Phoenix Chapter, please check out the Contact Us page. Just click on the link related to your question by topic and your email will be directed to the appropriate person.

Since this is our first year with a website, we hope that we're giving you what you want. We have plans to post pages for community service and getting to know the board. If while your perusing the site, you have any comments or suggestions, please email our Webmaster at [webmaster@agaphoenix.org](mailto:webmaster@agaphoenix.org).

Along with a website, Our AGA Phoenix Chapter continue to distribute a monthly newsletter. This task has been taken over by our Treasurer, Tara Barton. Tara's contact information is [tbarton@asu.edu](mailto:tbarton@asu.edu), phone: (480) 727-8798, fax: (480) 965-2455. The newsletter will contain the Treasurer's Report, Committee Reports, Chapter Executive Board Minutes, and Special Announcements. All AGA members are encourage to submit any articles of interest pertaining to accounting or auditing. We would also like to include any special announcements relating to promotions, marriages, birthdays, anniversaries, certifications, or any other significant event. All newsletter articles will need to be submitted Tara via email by the 3rd Friday of every month for inclusion in the following month's newsletter. Therefore the October newsletter deadline will be October 20th. If possible, please submit all articles in MSWord format, Times New Roman, 11-point font.

Thanks!

**EDUCATION COMMITTEE**

**2006 - 2007 Education and Meeting Plan**

<b>Date</b>	<b>Time</b>	<b>Event &amp; Topic</b>	<b>CPE Credit</b>	<b>Presenter</b>
05/11/2006	11:30a-1:00p	Chapter Meeting w/ Lunch Topic: Awards and Recognition	N/A	Michelle Paul
09/14/2006	11:00a-12:50p	Audio Conference w/ Lunch Topic: Risk Assessments for Performance Audits	2	AGA National
10/12/2006	11:30a-1:00p	Chapter Meeting w/ Lunch Topic: Airport Development and It's Economic Impact	1	Frank Darriga
11/08/2006	12:00p-1:50p	Audio Conference Topic: The New Yellow Book	2	AGA National
11/16/2006	11:30a-1:00p	Chapter Meeting w/ Lunch Topic: Innovative Banking(B of A)	1	
12/06/2006	12:00p-1:50p	Audio Conference Topic: Procurement Cards-Successes and Challenges	2	AGA National
12/14/2006	11:30a-1:00p	Chapter Meeting w/ Lunch Topic: Holiday Social	N/A	
11/11/2007	11:30a-3:00p	Educational Seminar w/ Lunch Topic: Deferred Compensation, AZ Tax Update and Federal Tax Update	3	
02/08/2007	11:30a -1:00p	Chapter Meeting w/ Lunch Topic: Water Management	1	Salt River Project
02/28/2007	12:00p-1:50p	Audio Conference Topic: Internal Controls	2	AGA National
03/08/2007	11:30a -1:00p	Chapter Meeting w/ Lunch Topic: Contract Fraud	1	John Kroy - JeffersonWells
03/08/2007	1:00p - 4:00p	Educational Seminar Topic: Contract Auditing	3	John Kroy - JeffersonWells
03/28/2007	12:00p -1:50p	Audio Conference Topic: Procurement Fraud	2	AGA National
04/12/2007	11:30a -1:00p	Chapter Meeting w/ Lunch Topic: Career Change	1	Anderson
04/20/2007	8:00a – 4:00p	Professional Development Conference		
		Topic: Modeling Logic or SEA Certificate	2	Jeff Hart
		Topic: Audit	2	Jerry Silva
		Topic: Investigations	1	Auditor General's Office
		Topic: Investment Pools/Operations	1	New Treasurer
		Topic: Yellow Book/GASB Updates	2	Randy Roberts

## EXECUTIVE BOARD MINUTES

### JULY 2006 AGA EXECUTIVE BOARD MINUTES

2006-2007 Program Year

Maricopa County Community Colleges  
District Support Services Center  
2411 W. 14<sup>th</sup> Street  
Tempe, Arizona 85281-6942

Quorum Present:   Devi Bala                      Tara Barton                      Lynne Davis  
                          Keith Orr                              Michelle Wrapp                Ed Radwan  
                          Karie Tepper                      Sandy Minor                   Michelle Paul  
                          Elizabeth Thompson         Kathleen Rogers

**The meeting began at 11:40 AM. The agenda included the following:**

Devi Bala, and the other members who attended the SW ROCW in Albuquerque did a recap of the workshop. It was recommended that there should be more structure, since there were no written materials, no agenda, and therefore no real training. The PDC in San Diego was also discussed. There were over 1500 attendees, which made it necessary to have an overflow hotel. The people who received scholarships were put in the overflow hotel, which was not convenient.

Treasurer's reports for the months of May and June were submitted for approval by Tara Barton. Tara also submitted the Summary of Receipts, Disbursements, and Cash Balances by Category for Program Year 2005-06. The ending balance was \$14,311.63. Tara reported that the Chapter did very well for the year, mostly coming in under budget for each category. Kathleen Rogers motioned to approve the reports, Elizabeth Thompson 2<sup>nd</sup> the motion. Vote was unanimous.

Keith Orr is the chair of the Education committee. The 1<sup>st</sup> chapter meeting will be an audio conference. The meeting will begin at 10:50, since it is an East coast conference. It was decided the caterer will do box lunches, so there will be less disruption during the conference. The Executive Board meeting will occur after the conference, approximately 1:00 – 1:30. Keith handed out the 2006-07 Education and Meeting Plan. There will be 5 audio conferences, all most likely to be held at the ASU USB Building. It was suggested that we take a survey of the members to determine if the PDC conference on April 20, be held at the ASU Downtown Campus. It was also suggested that our Chapter sponsor an Audio Conference at one of the municipalities in Maricopa County to promote membership. The Education Committee budget of \$7,750 was submitted for approval. Elizabeth Thompson motioned to approve the budget, Sandy Minor 2<sup>nd</sup> the motion. Vote was unanimous.

Michelle Paul is the chair of the Program Committee. Michelle will schedule the chapter meetings in the Governing Board meeting room. Historically there has not been a budget for the Program Committee. It was recommended that the Holiday Social should have a budget. The Board meetings traditionally held before the luncheon meeting will be changed to a location in the downstairs area of the Maricopa Community Colleges Building. Lisa has agreed to do the catering again this year. Devi will be responsible for the CPE Certificates.

The Newsletter was discussed. A member profile will be added to the newsletter. A questionnaire will be sent out to solicit member profile information. Devi will be the first member to be profiled. Tara will send out a reminder notice to inform contributors the deadline to submit their information for the newsletter.

The AGA Phoenix website was discussed. Karie Tepper will be responsible for maintaining the website. We can also possibly set up an e-mail account. The estimated date for the website to come on-line is mid-August. The budget for the website of \$350 was

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## EXECUTIVE BOARD MINUTES (CONCLUDED)

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submitted for approval. Elizabeth Thompson motioned to approve the budget, Michelle Paul 2<sup>nd</sup> the motion. Vote was unanimous.

Kathleen Rogers is the chair of the CGFM Committee. She will continue to write a CGFM memo in the Newsletter. The Chapter will continue to announce that we will provide exam and training scholarships. The budget for the CFGM Committee of \$2,124 was submitted for approval. Elizabeth Thompson motioned to approve the budget, Michelle Paul 2<sup>nd</sup> the motion. Vote was unanimous

Michelle Wrap is the chair of the ASU Scholarship Committee. It was discussed that the student receiving the scholarship should be present to be awarded the scholarship, and should be invited to attend all meetings. The budget for the CFGM Committee of \$1,605 was submitted for approval. Tara Barton motioned to approve the budget, Elizabeth Thompson 2<sup>nd</sup> the motion. Vote was unanimous.

Ed Radwan is the chair of the Membership Committee. At the time of this meeting, there were 48 members that had non-renewed, with 208 members remaining. It was recommended that new members should be welcomed at luncheons. Also it was suggested that current members would receive a \$50 award for every 4 new members that they recruited. In order to get more members to attend the luncheons, the luncheon invitations should be sent separate from the Newsletter. It was determined that we will not do a membership directory.

Elizabeth Thompson has agreed to Chair the Community Service committee.

There was discussion as to if the Chapter should reimburse the photographer, Dario, the \$23.22 that he is requesting for services performed. The Board believes that he was compensated through the Chapter by paying for his PDC registration. This issue was tabled until the September Executive Board meeting.

Meeting adjourned 2:26 PM.

## SEPTEMBER CHAPTER MEETING MINUTES

### SEPTEMBER 2006 2006 AGA EXECUTIVE BOARD MINUTES

2006-2007 Program Year  
September 14, 2006  
Maricopa County Community Colleges  
District Support Services Center  
2411 W. 14<sup>th</sup> Street  
Tempe, Arizona 85281-6942

Quorum Present:	Devi Bala Keith Orr Karie Tepper Elizabeth Thompson	Tara Barton Michelle Wrapp Michelle Paul Kathleen Rogers	Lynne Davis Ed Radwan
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**The meeting was called to order at 9:55 AM. The agenda included the following:**

The minutes of the July AGA Executive Board meeting were submitted for approval. Kathleen Rogers motioned to approve the

*(Continued on page 10)*

## SEPTEMBER CHAPTER MEETING MINUTES (CONCLUDED)

*(Continued from page 9)*

minutes, Tara Barton 2nd the motion. Vote was unanimous.

Tara Barton could not present the Treasurer's Report, because she is having trouble accessing the on-line bank statements. She will contact the bank to regain access.

Devi Bala stated that Jody LaBenz, who is an internal auditor with Maricopa Community College, has agreed to perform the AGA Chapter Audit for the 2005-06 year. He is not a member of AGA, and therefore will be independent as it relates to AGA. As compensation, it was suggested that Jody be comped registration to the Annual PDC conference. Karie Tepper motioned to approve Jody LaBenz performing the FY05-06 AGA Chapter Audit and comping his registration to the upcoming PDC Conference, as compensation. Kathleen Rogers 2<sup>nd</sup> the motion. Vote was unanimous. Devi will do the engagement letter.

Tara Barton reported on the status of the Newsletter. Now that her computer is working properly, and she has the Publisher software installed she can begin working on the Newsletter. Tara needs the Publisher file template, and Betsy Thompson stated she will send it to her. It was determined that the deadline to submit articles to Tara for the Newsletter will be 8 days after the monthly meeting. Tara will send out a reminder of the deadline. The newsletter will be sent out 2 weeks before the next monthly meeting.

The question was raised as to the whereabouts of the AGA owned camera. It was determined that Ken Felthouse has the camera, and also some leftover gift cards. Ed will ask Ken for the camera and the gift cards.

Keith Orr reported on the Education Committee. He said Jeff Hart, president of the AGA, will speak at our PDC conference. Currently there is 29 hours of CPE scheduled for the 2006-07 Program Year. The goal is 30 hours. The question was raised as to why the CGFM requires 40 hours of CPE per year, while the AICPA only requires 30 hours per year for government employees.

Betsy Thompson brought up the fact that the Chapter did not file with the Corporation Commission last year; the due date was 10/22/05. The Chapter needs to file this year by 10/22/06. Tara Barton will send in the paperwork and fees for both years.

Michelle Wrap reported on the Awards/Scholarship Committee. She sent out information on the AGA scholarship to various accounting related institutions/groups. The potential recipients will have approximately 2 1/2 months to respond. There was discussion regarding if the recipient needed to be present at one of the meetings to receive the scholarship. No decision was made, and the issue was tabled until the next Executive Board meeting in October. Devi Bala, Betsy Thompson and Sandy Minor will be on the scholarship essay review committee.

Ed Radwan reported on the Membership Committee. It was determined that between now and December 31, any member who recruits 2 new members to join, will receive a \$25 gift card. There is no limit as to how many people one person can recruit. Betsy Thompson made a motion to approve members receiving a \$25 gift card for every 2 new members they sponsored, Michelle Paul 2<sup>nd</sup> the motion. Vote was unanimous.

There was discussion as to if the Chapter should reimburse the photographer, Dario, the \$23.22 that he is requesting for services performed. Kathleen Rogers made a motion to pay Dario the \$23.22, along with a note stating that he is relieved of his photographic responsibilities and no further compensation will be given. He will also not receive free registration to the PDC.

Karie Tepper 2<sup>nd</sup> the motion. Vote was unanimous.

Meeting adjourned 10:23 AM.