

Disclosures



MESSAGE FROM THE CHAPTER PRESIDENT



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Well, the holidays are over and the New Year has started. There are a lot of things going on in the State of Michigan government accounting world. Likewise, AGA has a lot of things going on both at the national level and with your local Lansing chapter. However, local AGA is my focus today.

This month we have our annual Tax Update luncheon that we hold jointly with SAAABA on the 26th. Later that same week (January 28th) we are hosting an audio conference – *Strengthening Grants Management*.

We are also busy planning the 2015 Spring Training Conference, which is going to be held at a different venue this year – Okemos Conference Center – and we have a great line-up of speakers.

One last important note is related to a Community Service opportunity for all members. The Chapter is participating in the VITA (Volunteer Income Tax Assistance) program. I encourage any member that has some time to volunteer that time to this worthy cause.

There is additional information on each of the above items elsewhere in this newsletter and on our website.

As always, if you have any comments on the Chapter or suggestions for improvement please feel free to contact me, or any Board member.

Chris

SAVE THE DATE

March 26, 2015

Greater Lansing Chapter
Professional Development
Conference
8 hours CPE
details coming soon

Vision

AGA is the premier association for advancing government accountability.

Mission

AGA fosters learning, certification, leadership and collaboration for professionals and stakeholders committed to advancing government accountability.

Core Values

Service, Accountability, Integrity, Leadership



Eye Opener **\$58 million**

Amount approved by the voters in Katy, Texas, to be spent on a new high school football stadium.

SOURCE: Governing Daily | November 13, 2014






MONTHLY MEETING MONDAY

January 26, 2015

11:45

Capitol View Building
201 Townsend Street,
Lansing, Michigan

INCOME TAX UPDATE

Joint Meeting with SAAABA

REGISTRATION

Register on-line at www.aga-lansing.org.

Click on events.

Register before Monday, January 19, 2015

COST

\$12 AGA members

\$16 non-members

Registrants are responsible for payment unless
cancellation is received by the registration deadline.



WEB CONFERENCE WEDNESDAY

January 28, 2015

2:00pm to 3:50pm

Ottawa Building
Conference Room 3
Lansing, Michigan

STRENGTHENING GRANT MANAGEMENT

REGISTRATION

Register on-line at www.aga-lansing.org.

Click on events.

Register before Friday, January 23, 2015

COST

AGA members - FREE

non-members - \$20

Registrants are responsible for payment unless
cancellation is received by the registration deadline.



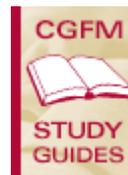
**The Mark of Excellence in
Federal, State, and Local
Government for 20 Years**

The CGFM Exam

There are three CGFM examinations that are administered year-round in a computerized format on behalf of AGA by Pearson VUE at their professional testing centers. CGFM candidates (individuals who have applied and been accepted into the CGFM program) can schedule an appointment with Pearson VUE online or over the phone. The examination fee is \$109.

Review the examination procedures at agacgfm.org and click on CGFM Certification for more information.

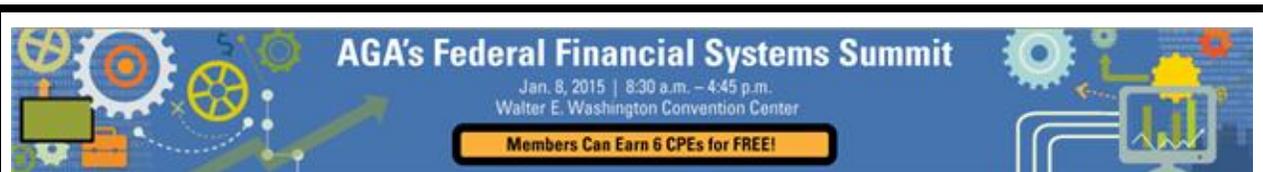
AGA has study guides available in hard copy and online.



Study Guide 1:
Governmental Environment

Study Guide 2:
Governmental Accounting, Financial
Reporting and Budgeting

Study Guide 3:
Governmental Financial Management
and Control



The Federal Financial Systems Summit unites federal financial managers and private sector executives to discuss the near term and future prospects of federal financial management system in a budget constrained environment.

The summit will provide new insights into the burgeoning federal financial systems modernization strategy over the coming decade – and beyond.

You can attend the summit in person or virtually. To learn more, visit agacgfm.org/FSS.



Hannah Moss

Posted
December 4, 2014



8 TIPS FOR NETWORKING



At GovLoop, we are pretty lucky. We get to talk to govies everyday who are passionate about what they do and the people they serve. Especially at our events and trainings, the excitement and dedication we experience in our GovLoop community is contagious. These people make us want to talk to them, learn from them, and help them. It's a thrill.

That being said, we have to admit that getting up and actually interacting with new people can be daunting—even when the people in question are welcoming and exciting. Luckily, a fellow GovLooper, Julia, offered us some advice to overcome our fears. She gave us 8 tips to become better networkers. Her tips are below. We found them helpful, and we hope you do too.

1. Get enough sleep. This tip isn't really about getting 8 hours of sleep. It's about getting the amount of sleep that you would normally and not breaking your routine. The first step to a successful networking endeavor is to be mentally prepared. You can't do that if you are tired or stressed, so relax the night before and make sure to get to bed on time.

2. Dress for success. You might think this is obvious, but dressing for the occasion is actually more than wearing the appropriate outfit for an event. If you want to feel comfortable networking with new people, you should be wearing the clothes that help you do just that—feel comfortable. Don't wear a suit that's too new, fitted or scratchy. Pick something that allows you to worry about other people rather than the appropriateness of your clothing.

Julia recommends having a go-to networking outfit, so you immediately get in the networking zone when you put it on. It will also help you feel at ease, since it will become an outfit you know and are comfortable in.

3. Set goals. Go into a networking event with a target of how many and what type of people you want to meet. If possible, do some research beforehand to see who will be at the event and what you might talk to them about. Don't be overambitious though. Set a challenging yet achievable goal for how many people you can network with. Julia recommends allotting 10 minutes per person, and giving yourself a bit of wiggle room for bathroom and coffee breaks.

Once you've set your goal, tell other people about it. If you tell Donna that you want to meet Karen at some point during the evening, Donna may be able to introduce you. That's what networking is all about!

4. Say hello. Rest assured, you are not the only person who is uncomfortable networking. Half of the room is also waiting for someone to say hello, so don't be afraid to approach others. Far more often than not, they will appreciate you taking the first step. And you don't have to say anything inspiring. A simple, "Hi, I'm Hannah. What brings you here today?" can get a great conversation started.

5. Don't talk to your friends. We've all done it. You go to an event with a friend, thinking she will make you feel a bit more comfortable in a room full of strangers. Then you end up hanging onto her like a lifeboat and not meeting anyone new. To avoid doing that, Julia recommends making a plan to separate from your friend.

You can still tag-team a room without being glued at the hip. Split up, encourage each other to accomplish their networking goals, and promise to introduce the other if you meet a particularly good contact. You can check in with each other every once in a while, but try to stay separated for the majority of the event. Oh, and don't forget to tell your friend you're doing this ahead of time! Both of you should be in on the plan.

6. Flip the script. Ask yourself: Are you an introvert or an extrovert? Play the opposite! If you normally talk a lot, make a conscious effort to listen more. If you are naturally quiet, work to carry the conversation. It'll help you find more balance in the conversation. Julia recommends following the rule of thirds. Spend one-third of the conversation listening, one-third asking questions, and one-third talking.

To find this balance, it helps to start the conversation by focusing on the other person. Ask them questions to get them talking. Most people will naturally give you an opening to talk about yourself or your company when they are done explaining their own background.



7. Connect people. It's called networking, not dialoguing. Once you find a good conversation, it's easy to stick with that one person. Don't. Invite others to your conversation and make useful introductions when possible. If you're in a group, step back to let other people join, introduce yourself, and tell new participants what the group is talking about.

Oh, and don't worry. Just because you've forgotten the name of the person you're talking to (it happens to all of us) doesn't mean you can't make a good introduction. Just ask, "Have you two met each other?" and let them introduce themselves. It will work every time.

8. Follow up. What good is chatting with Aaron Sorokin at a cocktail party if you don't follow up to discuss that job he offered you? It's a good story, but it's not much more. To really get the most out of networking, you have to follow up with the people you meet and the plans you've made. Otherwise you'll never be the next CJ Cregg.

Your follow-up should be both personal and timely. Julia recommends following up within a week so that your contact will still remember you and your meeting. If you're prone to forgetting, set yourself a reminder to do so. And if you quickly jot down a couple of notes on the back of their business card, you'll have something to work off of when you send a follow-up email.

Extra tip: Don't underestimate the power of coffee! It can help keep you energized and the coffee station is an easy place to meet new people without having to make awkward advances.

Community Service

Your assistance to the VITA program in our tri-County region is a gift that keeps on giving. These individuals and families need quality tax preparation and the tax return dollars support our local economy.

Please do all you can. On behalf of the County, City, United Way partnership that supports this program throughout the year – THANK YOU!

Eric

Eric A. Schertzing
Ingham County Treasurer and Land Bank Chair
C: 517.303.7233

“The test of our progress is not whether we add more to the abundance of those who have much, it is whether we provide enough for those who have too little”

FDR, 1937 inaugural address

WOULD YOU MISS
\$4 MILLION

OUR COMMUNITY WILL...
WITHOUT YOU!

Last year, almost \$4 million was returned to the Lansing area's low- to moderate-income taxpayers through the assistance of volunteers like you.

VITA
Volunteer Income Tax Assistance

NOW recruiting businesspeople, finance or accounting college students & other professionals

(517) 285-1466

www.lansingfreetaxes.org



HELP **4,500 local families** as a trained, IRS-certified volunteer. You can be **VITAL** to the region's economy through this important community **VITA** program.

Time Commitment:

- 16 hours of training
- 5-10 hours per week (January-April)
- daytime or evening hours available

In 16 hours of training, you'll:

- become IRS-certified
- gain experience for your resume
- earn CEU credits (for your CPA)
- gain information for your own taxes
- help the community in an important way

Online or In-Person Training Available
Invite friends & colleagues!

(517) 285-1466

www.lansingfreetaxes.org

Early Careers Center

Developing Good Interpersonal Skills

by Elaine Sihera



Developing good interpersonal skills socially and at work begins with looking outwards: being very generous with praise and having a genuine desire to listen and encourage at every opportunity. Too many people are only interested in hearing their own voices, or putting their colleagues down. This could explain why many organizations are short on innovation but long on windbags who, having the authority and a captive audience to match, drone on relentlessly because they believe their utterances to be paramount.

Like a former colleague who used to boast that, as director, he was the only person who talked at his meetings because he tended to have the best ideas. He did not like suggestions and emphasized that he always had to tell his staff what to do, because "they never have anything to contribute". It was no surprise that he went bust a few months later, his business having become sorely short of new input, tolerance, and general goodwill.

If you have any doubts about your skills in dealing with others, you could improve the situation by following some simple suggestions.

- 1. Never be afraid to make the first move.** but try to be positive, not negative. Try to compliment, where possible.
- 2. Aim to be clear, brief, and courteous** on the telephone.
- 3. Try to address someone by his or her exact name.** Remembering a person's name is a sincere sign of interest, is highly flattering, and never forgotten.
- 4. Try to LISTEN more than you speak.** You are likely to notice certain unspoken elements that would have otherwise gone unnoticed. Not only that, the

person will feel you are genuinely interested in what they are saying.

- 5. Keep meetings short and interesting.** Try to involve everyone present. It is easy to notice the articulate ones while you miss the ones who could really make a difference through encouragement.
- 6. Praise first** and criticize later, and only if you have to.
- 7. Make constructive criticisms,** not destructive ones, bearing in mind that there are many routes to the same end. If you show colleagues how to build on what they already have, it will be far more productive than destroying the foundations they've laid mainly for your own ego.
- 8. Try to be more persuasive than divisive.** People will go to the ends of the earth for you if they feel valued and appreciated. It means you get much more done that way.
- 9. Always acknowledge another person's point of view,** even if you disagree with it. Their view is important to them, just as yours is important to you. If there is a deadlock, think about it for a while and agree to differ, if nothing changes.
- 10. Above all, it is your right to express yourself freely,** to support what you believe in, as long as you remember that this right also applies to everyone else and carries much responsibility for both compromise and sensitivity. These simple guidelines may not reduce all your anxieties, or solve all your interpersonal problems, but, with regular usage, your skills should dramatically improve and your personal approach positively enhanced. In time, the quality of your interactions should become far more enjoyable and infinitely more rewarding all round.



CHAPTER EDUCATIONAL EVENTS



You can register for all chapter events at www.aga-lansing.org. Click on events.

Check the chapter website and upcoming newsletters for more information.

~~**September 18, 2014**
Professional Development Conference
Government Accountability
Library of Michigan
4 hours CPE~~

~~**October 21, 2014**
Monthly Luncheon Meeting
DNR Resource Trust Fund
Capitol View Building
1 hour CPE~~

~~**November 13, 2014**
Monthly Luncheon Meeting
VITA – Volunteer Income Tax Assistance
Capitol View Building
1 hour CPE~~



~~**November 19, 2014**
Webinar Conference
Fraud Risk Management
Ottawa Building, Conference Room 6
2 hours CPE~~

January 26, 2015
Monthly Luncheon Meeting
Income Tax Update
Joint Meeting with SAAABA
Capitol View Building

January 28, 2015
Webinar Conference
Strengthening Grant Management
Constitution Hall
2 hours CPE

February 18, 2015
Webinar Conference
Fraud Prevention
location to be announced
2 hours CPE

February 24, 2015
Monthly Luncheon Meeting
FOIA and Email
Capitol View Building
1 hour CPE

March 18, 2015
Webinar Conference
Internal Controls
location to be announced
2 hours CPE

March 26, 2015
Professional Development Conference
Government Accountability
LCC West Campus
8 hours CPE

April 22, 2015
Monthly Luncheon Meeting
topic to be announced
Capitol View Building
1 hour CPE



May 13, 2015
Webinar Conference
Ethics
location to be announced
2 hours CPE

May 19, 2015
Monthly Luncheon Meeting
topic to be announced
Capitol View Building
1 hour CPE

ASSOCIATION of GOVERNMENT ACCOUNTANTS

Greater Lansing Chapter
Chapter Presidents

The Greater Lansing AGA Chapter received its charter from the National AGA on September 25, 1979.

1979-1980	Ron Hoffmeister
1980-1981	Joe Perrone
1981-1982	L.T. Bower
1982-1983	Jerome Herman
1983-1984	Carol Shamka
1984-1985	Jon Houseman
1985-1986	Barbara Hayes
1986-1987	John Hart
1987-1988	Richard Cummings
1988-1989	Jeff Linderman
1989-1990	Steve Hilker
1990-1991	Myron Frierson
1991-1992	Jill Murphy
1992-1993	Therese Regner
1993-1994	Larry Misiewicz
1994-1995	Christine Ullmann
1995-1996	Pratin Trivedi
1996-1997	Lisa Pratt
1997-1998	Laura Hirst
1998-1999	Cindy Osga
1999-2000	Chris Bayley
2000-2001	Jean Ramsy
2001-2002	Lisa Fath
2002-2003	Laura Mester
2003-2004	Christy Ryan
2004-2005	Howard Pizzo
2005-2006	Linda deBourbon
2006-2007	Ed Niereshner
2007-2008	Dairus Reynett
2008-2009	Tim Becker
2009-2010	Corey Sparks
2010-2011	Cynthia Johnson
2011-2012	Susan Saari
2012-2013	Deborah Christopherson
2013-2014	Amy Zimmerman
2014-2015	Chris Bayley

**GREATER LANSING
CHAPTER
35 YEARS**

OTHER EDUCATIONAL OPPORTUNITIES



West Michigan AGA

To register for events, visit
www.agawestmichigan.org/home/events

January 21, 2015

Webinar
Governmental Grant Update
2 hours CPE

February 25, 2015

Governmental Accounting Training Series Level One
Grand Rapids, Michigan
8 hours CPE

National AGA

To register for events, visit www.agacgfm.org



January 8, 2015

Federal Financial Systems Summit
Walter E Washington Convention Center
Washington, D.C.
6 hours CPE



February 11-12, 2015

National Leadership Training
Ronald Regan Building
Washington D.C.
14 hours CPE



July 12-15, 2015

Professional Development Training
Gaylord Opryland Hotel
Nashville, Tennessee
24 hours CPE

Lansing IIA

To register for events, visit
<http://www.isaca.org/chapters2/Western-Michigan/events/Pages/Calendar.aspx>

February 6, 2015

Got Ethics?
East Lansing, Michigan
2 hours CPE

Develop a passion for learning.
If you do so, you will never cease to grow.

Anthony J. D'Angelo





New for National AGA Audio Conferences

Individual Registration

Individual participants may register online by choosing an event from the webinar calendar on the National AGA website. Cost for the individual registration is \$49.

To verify CPE credit, the individuals must verify their attendance by noting letters that appear in the top right hand corner of the screen at unannounced times. Immediately following the web conference, participants are prompted to enter the letters they have recorded. CPE certificates will be available within five business days for participants who successfully validate their conference through this system.

A great alternative if you want to participate in a webinar the chapter is not offering.



The Mark of Excellence in Federal, State, and Local Government

Requirements to Maintain Your Certification

All active CGFMs are required to complete at least 80 hours of continuing professional education (CPE) every two years in government financial management topics or related technical subjects. The 80 CPE hours must be completed within the CGFM's two year CPE cycle.

CGFMs do not need to submit supporting documentation of the CPE hours at the time of renewal. The payment itself serves as the CGFMs affirmation of compliance with the CPE requirements.

CGFMs are required to maintain supporting documentation on CPE hours earned for a minimum of three years and provide it to AGA upon request.

This documentation may be requested by AGA as part of the annual audit of a random sample of CGFMs.

Waiver or extensions on earning CPE hours are granted on an individual case basis. All requests for waivers must be submitted in writing to the National AGA's Office of Professional Certification no later than April 30 in the year following the end of the two-year CPE cycle.

To learn more about the CGFM certification visit the agacgfm.org.



MEMBER NEWS

CONGRATULATIONS! Member Anniversaries

Cinda Lou Karlik	30 years
Leo LaPorte, CGFM	19 years
Deborah Christopherson, CGFM	19 years
Michelle Hilliker, CGFM	19 years
Jerry Kulka, CGFM-Retired	19 years
Minesh Mody	19 years
Vickie Crouch, CGFM	18 years
Annette Eustice, CGFM	18 years
Bobbie Marr, CGFM	18 years
Margaret Maday, CGFM	18 years
Beth Colosimo, CGFM	17 years
Mary Beth Gienapp, CGFM	17 years
Linda Shepard, CGFM	16 years
Cheryl Baker, CGFM	16 years
Karen Spak, CGFM	17 years
Karen Stout, CGFM	17 years
Cynthia Michels	14 years
Cheryl Grice	9 years
Diane DeLuca	7 years
Scott Strong, CGFM	5 years
Abdel Abdelrahman	3 years
Jessica Kovi	1 year



CHAPTER FINANCES

Balance Sheet at September 30, 2014

Assets	
Current Assets:	
Checking Account	\$ 6,952
Pay Pal Account	\$ 914
Total Assets	\$ 7,866
Liabilities and Net Assets	
Unrestricted Fund Balance	\$ 9,012
Income (Loss)	\$ 146
	\$ 7,866





CHAPTER EXECUTIVE COMMITTEE MEETING MINUTES

November 12, 2014

CEC Members Present: Christopher Bayley, Julie Chrysler, Kenji Griffith, Dan Jaroche, Julie Salman, Karen Stout, Anshu Varma, Amy Zimmerman

CEC Members Not Present: Cindy Osga, Charlotte Roper, Susan Saari, Cora Schimanski, Dan Wawiernia

Call to Order and Acceptance of Agenda: Chris called the meeting to order at 12:05pm. A motion to accept the agenda was seconded and approved.

Minutes: Minutes from the September and October CEC meetings are in process and will be sent for an email vote.

Budget and Financials: Julie C. presented the October 2014 financials. There was a question about the PO box being paid semi-annually or annually. The board members indicated it has historically been paid annually and concurred that it should continue to be paid annually. Julie C. indicated that she responded to National AGA's request for updated chapter information for National's 501c3 affiliate forms and that National AGA indicated that the chapters are still responsible for filing the 990 form with the IRS. She will email last year's treasurer Dan W. for more information on how that has been done in the past. Julie C. also asked who is responsible for keeping the CPE forms collected at the luncheons and gave the ones she has to Chris. Chris will check the Board Procedures to see which chair has that responsibility and will forward the forms onto that individual. Motion made to accept the financials and approve the disbursements was seconded and approved.

Chapter Recognition Program: Dan J. indicated that he has not yet entered anything into the CRP database but that he is working on a list for the points earned.

CGFM and CPE Events: Chris indicated that there will be a webinar on November 19th and that there has not yet been any response from the OAG regarding sharing a webinar.

Community Service: Julie S. indicated that there were no new items but that tomorrow's luncheon on VITA may spark some interest and promote VITA as a community service event. Julie C. shared information on a charitable organization called Suits for Soldiers that provides business attire to veterans to assist them in job interviewing and recommended this as a possible community service project.

Education: Anshu has set March 26, 2015 as the date for the spring professional development conference (PDC). She is looking into venues, as we were not satisfied with the LCC West Campus last year, and has identified the Okemos Conference Center and a church downtown as possibilities. Anshu indicated that she will send out an email asking the board members for topic ideas. She indicated that the feedback from the Fall PDC was overall very positive with one comment regarding the timing of the food (safe temperature concerns).

Program Luncheons: Karen and Kenji reported that there are now 18 people signed up for tomorrow's luncheon and the food will be catered by Grand Traverse Pie Company instead of Amy's Catering. Anshu has assisted in acquiring the catering. There will be no December luncheon, the January luncheon will be the annual tax update with SAAABA, and they have filled the last open speaker slot of May 19th with Bob Trezise of the Lansing Economic Area Partnership. Note: Subsequent to the meeting the date for this speaker was changed to April 22, 2015 and John Roberts has been scheduled to speak on May 19, 2015.

Membership: No report.

Website: Chris indicated that Cora is working with Linda as needed on webmaster questions. Chris is continuing to work with the website developer on differences between Cora and Linda's user rights and they have a temporary workaround but are seeking a long term solution. Anthony Edwards is available to assist with the website duties and the board discussed options to formalize that assistance. Chris and Dan J. will explore the bylaws related to formalizing it through use of a website committee and the potential positive impact to the CRP points. It was also discussed that there are some issues with Internet Explorer 11 and the website. Chris will work with the website developer on addressing these issues.

Communications/CCR: No report.

Awards Update: Wanda plans to contact Cora, Charlotte, and Cindy about a way to get the award nomination notifications out to ensure broader distribution.

Old Business: None.

New Business: None.

Meeting adjourned at 1:00 pm.

Next Meeting: December 10, 2014

Host: Anshu

Location: Cass Building
2nd floor SE Conference Room, Lansing, MI



Chapter Executive Committee 2014-2015

Platinum
Chapter

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517-335-1681

See the Chapter's Annual Citizen Centric Report on the website.

www.lansing-aga.org

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