CEC Meeting Minutes

Location: Microsoft Teams (Virtual-Google Meets)
Date: Tuesday, September 29, 2026
Time: 12:35 pm to 1:11 pm
Attendees: Felicia Amina, Jonathan Dunn, Vance Green, Diane Gustard, Phoebe Leslie, Jessica Sanchez, Melissa Quinn, Kenrick Sifontes, Mariyyah Sulaiman, and Natasha Walker

Agenda Items

Call to order

- The meeting was called to order at 12:35 PM.
- Motion to approve the August 25th CEC meeting minutes; motion was seconded.

Introductions

- Melissa Quinn, NYC's new Director of Membership Engagement and Networking, was introduced.

Officers Reports

- A welcome email was drafted and will be used when a new member joins.
- The committee developed a membership snapshot to provide the CEC with a breakdown of the chapter's current membership.
- The second version of the Chapter's Treasurer's guidance policy was uploaded to the Google drive for committee review.
- Amendments are underway to the Treasurer's guidance policy to address vendor approvals and the process for members seeking reimbursement.
- The Chapter has a bank account, and the funds for AGA national should be sent by October 15th
- Citizen Centric report is currently being drafted for submission.
- The Chapter is working on CPE sponsorship; in the interim, we are working with other chapters that will provide CPEs on our behalf to our members.
- To issue CPEs, we need a New York State Education Department (NYSED) license, which costs approximately $300.
- The chapter will meet with the Albany chapter on October 5th to discuss a partnership agreement for our CPE events.

- National CPAG was contacted for potential in-kind sponsorship opportunities.
- Motion raised to increase the Chapter dues from $5.00 to $10.00; motion was seconded.

Committee Reports

- An event is scheduled in collaboration with the National Association for Black Accountants (NABA) in the next two weeks; the committee is looking for a federal representative to participate.
- The NABA event will cost approximately $80.00 to provide refreshments.
- Communication will send out NABA event dates.
- Chapter would also like to plan and execute another networking event with a proposed budget of $750.

Unfinished Business

- Each member should review the drafted Chapter bylaws and provide feedback to the secretary before the next CEC meeting.
- The chapter's Code of Ethics and Conflict of Interest Policy was also drafted and should be reviewed and signed by Committee members by the next meeting.

Announcements

- No additional information at this time.
- The general membership meeting is scheduled for October 27, 2026, at 12:30 PM.
- Next CEC meeting scheduled for October 20, 2026 at 12:30 PM
- The meeting was adjourned at 1:11 pm.

Prepared by Phoebe Leslie

Approved October 20, 2026