

NEW YORK STATE SOCIETY OF ENROLLED AGENTS
BOARD OF DIRECTORS MEETING 2012-2013 TERM
LA GUARDIA PLAZA HOTEL
QUEENS, NY
JANUARY 5, 2013

Board of Directors Present: Don Rosenberg, EA-President; John Sheeley,EA-1st Vice President; Kimberly Manrow,EA-2nd Vice President; Judy Strauss,EA-Immediate Past President; Barbara MacDonald,EA-Secretary; Martin Inerfield,EA-Treasurer; Michael Hayes,EA-Director; Vicki Hermann,EA-Director; Ann Kummer,EA,CPA-Director; Patrick O'Hara,EA-Director; Brenda Quinn,EA-Director; Jeff Gentner,EA-Executive Director.

Chapter Representatives Present: Koreen Jervise,EA-Brooklyn/Queens; Juda Kallus,EA-Metro; Ken Kohlhof,EA-Nassau/Suffolk; Mary DeSain,EA-Western.

Excused: Handel Edwards,EA-Director; Chapter Rep David Ellers,EA-Capital; Chapter Rep Michael Lawrence,EA-Central.

Guests: Evan Golar,EA Liaison to NYS Department of Taxation & Finance; Jamie Racaniello,EA Chair, Education Committee Conference.

Call to Order: The Board Meeting of the New York State Society of Enrolled Agents was called to order at 9:30AM on Saturday, January 5, 2013, by President Don Rosenberg,EA.

Officer's Remarks: President Rosenberg thanked everyone for coming. He commented on some concerns by John Slattery, EA about by-laws, transparency, profitability and chapter elections. He then asked the officers what they felt we needed to implement. 1st Vice-President John Sheeley,EA stated that he felt some sort of Chapter Training should be started. 2nd Vice-President Kim Manrow, EA stated that more committee involvement is needed. Judy Strauss, EA-Immediate Past President thanked everyone for their work during her term as President. She will continue working with the Education Committee and maintaining the CE upload to IRS. Barb MacDonald,EA-Secretary will provide the minutes, after approval, to Executive Director Jeff Gentner,EA so that he can post them on the Website. Martin Inerfield,EA-Treasurer is concerned about the number of requests for reimbursement he is receiving without backup.

Agenda: A motion was made by Ken Kohlhof,EA and seconded by Martin Inerfield,EA to approve the agenda. Motion approved.

Special Order of Business:

A. The review of our financial records: Ann Kummer,EA,CPA presented her report on the review of the financial records. Report attached. As a result of the report the following actions were taken:

1.President Rosenberg will establish a Task Force chaired by Frank Cornell, EA to implement the recommendations made in the report. Marty Inerfield,EA and Marian Loiola, CPA,EA will also serve on the task force.

2. A motion was made by John Sheeley, EA and seconded by Vicki Herman, EA that all transfers of sensitive society information shall be made through dropbox. Motion approved.

3. Mary DeSain,EA moved that the board eliminate the ability to use "bill pay" or similar products through any bank accounts owned by NYSSEA. Brenda Quinn,EA seconded the motion. Motion approved.

4. Koreen Jervis,EA moved that there be no other bank accounts other than that held by NYSSEA. All financial records for accounts outside of the NYSSEA's are to be turned over to the board by January 31. Motion seconded by Juda Kallus,EA. Motion approved.

B. The January 12 Casualty Loss Seminar: John Sheeley,EA reported that the seminar will be held at less sites than originally planned. Dutchess County Community College and New Paltz are handling the registrations and advertising for their sites.

C. Report of DTF Liaison: Evan Golar,EA reported that he has met with DTF. His report is attached.

D. Introduction to Drop Box: John Sheeley,EA, assisted by Executive Director Jeff Gentner,EA, provided a demo on how to use dropbox.

Approval of the Consent Agenda: The DTF Liaison, Financial Review, Education and Public Relations reports were removed from the consent agenda. The minutes for the October 19, 2012 meeting was added to the agenda. The consent agenda was then approved.

- Unfinished Business:
- A. Education Committee - Jamie Racaniello, EA Chair of the Education Committee reported on the progress of classes for the October 2013 conference. He asked for any other recommendations for classes.
 - B. Public Relations - report attached.
 - C. Conference at the Villa Roma - Brenda Quinn, EA Chair of the Committee discussed the arrangements for the conference. She is going to visit the Villa Roma in June to make final arrangements. She is also going to contact them about costs for having our June board meeting there.
 - D. By-Laws - Sandra Martin, EA will be taking over the Chair of the By-Laws Committee.
 - E. Sharry Doyle, EA is the Chair of the Awards Committee. The Cardella Scholarship, Founders Award, Robert Nadel Above and Beyond Award and the NYSSEA Excellence in Public Awareness Award will all be under this committee.
 - F. Fast Forward Academy - John Sheeley, EA reported that NYSSEA will not have an affiliate agreement with Fast Forward. They offered a wholesale deal only.
 - G. FOIA Request for PTIN - John Sheeley, EA reported that the check has been cashed and he is waiting for receipt of the list.
 - H. Executive Director Contract - The duties of the Executive Director are a work in progress. Jeff agreed to doing some type of leadership training for the board.

New Business: The board discussed hiring a photographer for the conference at the Villa Roma. A motion was made by Barbara MacDonald, EA to contract with the photographer for the conference. This will include paying for an overnight for him. Motion seconded by Ann Kummer, EA, CPA. Motion approved.

- Good of the Order:
- A. Discussed the number of directors for the board. The bylaws committee will look into this.
 - B. Judy Strauss, EA discussed the problem with outside speakers. If we are giving the CE we must collect the money. If we collect the money the speaker must provide us with an outline of the course so that Judy can get a number from IRS. CE credit upload is going very well. She needs the sheets from chapters in the correct format - first name, last name, PTIN. No periods.

C. The board discussed having the meeting at the Villa Roma. The Executive Committee will decide the location as soon as they receive a cost.

Adjournment: Meeting adjourned at 3:20PM.

Respectfully submitted
Barbara A. MacDonald, EA
Secretary
Approved:

Next meeting: Saturday, June 8 & 9, 2013. Location to be determined.

AS APPROVED by the NYSSEA Board