

NEW YORK STATE SOCIETY OF ENROLLED AGENTS  
BOARD OF DIRECTORS MEETING  
January 6, 2024  
Virtual Zoom Meeting

Board of Directors Present: Daniel Coccia, EA President; Koreen Jervis, EA 1st Vice President; Vicki Hermann, EA Secretary; Lisa Cancellarich, EA Treasurer; Phyllis Jo Kubey, EA Immediate Past President; Jeffrey Gentner, EA Association Administrator; Mary Cole, EA Director at Large; Michele Eaton, EA Director at Large; Frank Lin, EA Director at Large; Emilie Archambeault, EA Director at Large; Karen Bair, EA Director at Large; Daniel Magrino, EA Director Brooklyn/Queens; Payosha Gause, EA Director Metro; Linda Senke Director Central; Anthony Cancellarich, EA Director Nassau/Suffolk; Lisa Rishell-Pelletier, EA Director Western.

Absent: Matt Meachem, EA 2nd Vice President; Makeeva Darden, EA Director at Large Capital; Mid-Hudson Valley, Lower Hudson Valley; no one elected.

Guests: James Otton, EA.

Call to Order: The Board Meeting of the New York State Society of Enrolled Agents was called to order at 9:00 AM by President Daniel Coccia, EA.

Quorum: Sixteen of Twenty-One Board Members Present.

Officer's Remarks: Daniel Coccia, EA thanked everyone for coming. He wished everyone a Happy New Year. He also stated that he met with the Conference Committee and Conference Education Committee and together they have come up with a lot of good information for the 2024 Conference. He also stated that he met with the new area IRS Stakeholder Liaison Joe McCarthy. He also stated that the meeting went well. Koreen Jervis, EA welcomed all the new members to the board, and Happy New Year. She also spoke about New York becoming an Affiliate. Lisa Cancellarich, EA wished everyone a Happy New Year. She also stated that she has worked with Rachael Taddei, EA, and Koreen Jervis, EA to determine where certain income items should be placed on the financials from the Conference. Vicki Hermann, EA wished everyone a happy New Year. She also stated that there was a problem with the December CE upload but it was taken care of by the end of the year and it was an IRS problem and not hers. Phyllis Jo Kubey, EA wished everyone a Happy New Year. She also

stated that she spoke with the IRS about informing preparers about problems they are having so that the preparers won't be surprised.

Agenda:

The agenda and consent agenda were approved with the following items removed:

1. NYSDTF Liaison Report

Linda Senke, EA made a motion that we accept the minutes from the November 5, 2023 meeting. The motion was seconded by Lisa Cancellarich, EA. Motion approved.

Committee Reports:

Phyllis Jo Kubey, EA stated that she had been in contact with our new NYSDTF liaison Sara Carlson. She also stated that Sara Carlson is willing to work with Katherine Keane, EA for our New York State update coming up.

Lisa Cancellarich, EA gave us an update on our financial position. She stated that we are doing better with a smaller loss than last year even with startup costs for Star Chapter.

Unfinished Business:

Phyllis Jo Kubey, EA stated that she has had 2 Chapter Leadership Meetings and has another one scheduled for January. She also stated that the Chapters are interested in getting back to in-person meetings.

Michele Eaton, EA stated that work on the SOP review has resumed and has come up with a standard format that she wants to have everyone use.

Michele Eaton, EA made a motion to pass the following SOPs:

1. Director at Large SOP
2. Sponsorship SOP
3. Bylaws & Governance Committee SOP
4. First Vice President SOP
5. Executive Committee SOP
6. Delete Public Relations Committee from Bylaws

No second needed coming from the committee. The motion was approved.

Lisa Cancellarich, EA did a review of the 2023 Conference budget and wanted to know how certain auction items are handled, food and beverage costs, and hotel costs.

Daniel Coccia, EA stated to the Board about the Bylaw changes at the NAEA and what it means for NYSSEA in the future, which is that we will be an independent affiliate.

New Business:

Daniel Coccia, EA stated that the annual business meetings and officers' votes will be on October 18, 2024, before our annual conference so that the Officers can be installed at the Conference. This can take place this way because it is already in the Policy & Procedures manual.

Changes to Bylaws are going to the membership on January 23, 2024, for a vote.

James Otton, EA, and Emilie Archambeault, EA went over the possible schedule for the 2024 Conference. Koreen Jervis, EA informed us of possible dates for the Conference for 2024.

James Otton, EA stated that 21 people answered our call for speakers. He also stated that quite a few of them were new speakers to apply. He also stated that the committee will be meeting with them over the next few weeks.

Daniel Coccia, EA appointed Phyllis Jo Kubey, EA as the chairperson for the Nominating Committee.

Jeffrey Gentner, EA gave us a preview of the Star Chapter Membership software and the new website.

Unfinished Business: Two SOP's

Adjournment: The meeting adjourned at 12:55 PM

Respectfully Submitted

Vicki Hermann, EA  
Secretary

The next Meeting is Saturday, June 1, 2024, at the Courtyard by Marriott Albany.