

NEW YORK STATE SOCIETY OF ENROLLED AGENTS  
BOARD OF DIRECTORS MEETING

January 7, 2023  
Virtual Zoom Meeting

- Board of Directors Present: Daniel Coccia, EA President; Koreen Jervis, EA 1st Vice President; Matt Meachem, EA 2nd Vice President; Vicki Hermann, EA Secretary; Lisa Cancellarich, EA Treasurer; Phyllis Jo Kubey, EA Immediate Past President; Jeffrey Gentner, EA Association Administrator; James Otton, EA Director at Large; Raechel Taddei, EA Director at Large; Jay Shah, EA Director at Large; Makeeva Darden, EA Director at Large; Frank Lin, EA Director at Large; Emilie Archambeault, EA Director at Large; Daniel Magrino, EA Director Brooklyn/Queens.
- Absent: Karen Bair, EA Director Western; Payosha Gause, EA Director Metro; Linda Senke Director Central; Capital; Mid-Hudson Valley, Lower Hudson Valley; Nassau/Suffolk no one elected.
- Guests: Michele Eaton, EA, Michael Lawrence, EA, and Kevin Kelly.
- 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: Fourteen of Twenty-One Board Members are Present.
- Officer's Remarks: Daniel Coccia, EA thanked everyone for coming. He wished everyone a Happy New Year. He also told everyone about scammers using his email to send spam emails to everyone on the board. He is also very excited about where we are headed in the coming year. Koreen Jervis, EA wished everyone Happy New Year. She also hopes everyone has a stress-free tax season. Matt Meachem, EA wished everyone Happy New Year. He also stated that it was nice to see everyone. Lisa Cancellarich, EA hoped everyone had a great holiday season. She also stated that she is settling nicely into the role of Treasurer and is excited to see where we go this year. Vicki Hermann, EA wished everyone a Happy New Year. She also stated that she renew the CE license with the IRS to continue continuing education. Phyllis Jo Kubey, EA wished everyone Happy New Year. She also stated that she is settling into the role of Immediate Past President.
- Agenda: The agenda and consent agenda were approved with the following items removed:

1. Conference Committee Report
2. Conference Education Committee Report
3. Sponsorship
4. Finance Committee Report

James Otton, EA made a motion that we accept the minutes from the November 5, 2022 meeting as amended. The motion was seconded by Phyllis Jo Kubey, EA. Motion approved.

Committee Reports:

Koreen Jervis, EA stated that she needs to get the contract back to Gideon Putnam with the changes and dates which will be October 27 through October 30. She also stated that the 2024 conference will be from Sunday, October 27- October 30 doing this will keep the cost down. She also stated that is mentoring Linda Twigg, EA to take over the position of Conference Committee Chair when she becomes President.

James Otton, EA stated that Conference Education is hoping to have no more than 8-10 speakers. He also stated that speaker fees will not change for this year and he wants to put a cap on the speaker travel expenses. He also states that the call for speakers is still open and has had 12 responses so far.

Daniel Coccia, EA stated that not much has changed with the committee except it is now Jay Shah, EA who should be contacted.

Raechel Taddei, EA stated that our biggest problem is from the big loss from last year's conference and we need to keep an eye on the bottom line. She also stated that we need more input from people to be able to create a budget. She is also concerned about the fees from PayPal and Constant Contact together. She suggests that maybe we should switch to Square.

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.

New Business:

Daniel Coccia, EA stated that he wants to revise the Strategic Plan. He also stated that the Executive Committee will start the process in May.

Koreen Jervis, EA gave us an update on the NAEA Board Meeting. She stated that the Board is having some issues and that state affiliates are an issue. She also states that there is no tracking of what is working and what is not working.

Raechel Taddei, EA is hoping with the help of Lisa Cancellarich, EA, and the rest of the board we can utilize a budget better. Lisa Cancellarich, EA stated that with some housekeeping cleanup with bookkeeping issues, we should have a good set of reports and should be able to do a budget.

Adjournment:

The meeting adjourned at 12:22 PM

Respectfully Submitted

Vicki Hermann, EA  
Secretary

Next Meeting Saturday, June 10, 2023, Virtual Meeting.