

**OFFICERS AND
DIRECTORS**

Pamela B. Lincoln, CGFM
President
255-4664

Ronald J. Parent, CGFM, CPA
President-Elect
255-6589

Gary Millet, CGFM, CPA
Treasurer
255-4600

Dawn B. Wagener, CGFM
Secretary
243-4058

Linda Lewis
Membership
255-5902

Lila M. Thompson
Co-Editor
255-6123

Barbara C. Smith, CGFM
Co-Editor
255-6276

Marcie A. Tureaud
Education, Co-Chair
255-7818

Christopher Cutitto, CPA
Education, Co-Chair
255-5903

James J. Julian, CGFM
Programs
255-6801

Vincent Parenti
Meetings
255-5350

Mary Herbert, CGFM, CPA
Historian
243-4059

Wilbert Antoine, CGFM, CPA
Publicity
670-2186

Gerald Knapp
Public Service, Co-Chair
255-4602

Betty Salisbury, CGFM, CPA, CMA
Public Service, Co-Chair
255-2344

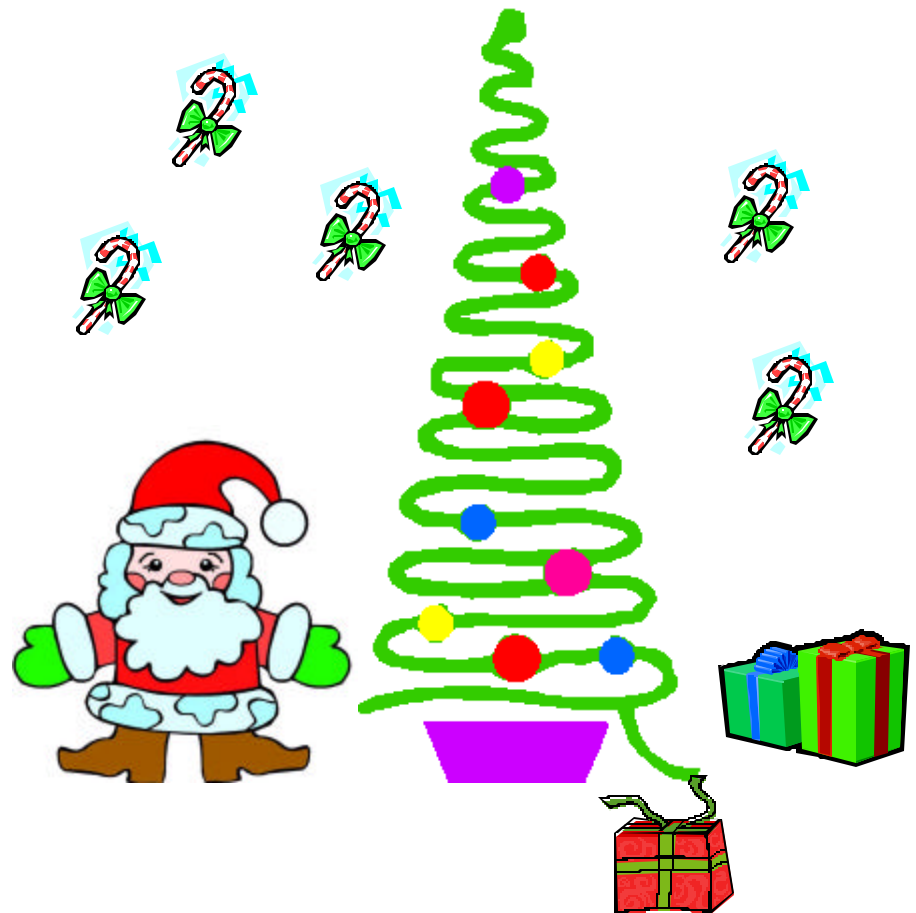
Shirlaine George, CGFM
Awards
255-5191

Christopher Cutitto, CPA
Immediate Past President
255-5903

Carolyn Sibley, CGFM
CGFM Director
255-6291

**AGA Annual Christmas Party
The Walnut Room**

(Lakefront Airport)
6001 Stars and Stripes Blvd.
New Orleans, Louisiana



**Friday, December 13, 2002
7:30 - 11:30pm**

D.J. Open Bar Unlimited Food

FROM THE PRESIDENT

Happy Holidays to all!

I hope you and your family had an enjoyable Thanksgiving celebration. AGA too has much to be thankful for...our generous members, our very hard working executive committee and chapter project leaders. Our generosity is reflected in the tremendous response to our Thanksgiving Basket project. Our chapter donated 47 Thanksgiving baskets to St. Phillip's Community Center and with the total cost of the program donated by our members and local businesses. A special thanks to our tireless volunteers: Thanksgiving Basket project leader, Jill Byrd, and working with Gerry Knepp and Betty Salisbury, Public Service Co-Chairs. Thanks to all of our members who participated in this worthy cause and a phenomenal chapter success! For December, we are collecting teddy bears for Children's Hospital and toys for the Toys for Tots program. Share in the season with those that are less fortunate.

Our regional leaders, Don Dees and Bill Johnson, chapter members, and guests began Thanksgiving with a bang at Commander's Palace Restaurant for our November meeting. We enjoyed a superb meal and very informative presentation by David Romero on Stress Management. I want to personally thank all who attended and Vincent Parenti for his special efforts resulting in a very successful meeting. The compliments were many!

One of our highlights of the year is our Christmas Party Extravaganza on Friday, December 13, 2002, at the New Orleans Lakefront Airport's Walnut Room from 7:30pm to 11:30pm. Remember, the chapter offers a holiday gift to the all members with dues currently paid; it's free admission to the Christmas Party! And for a mere \$25, bring a guest. Be sure to get a ticket at the front door for a chance to win one of the door prizes. This is not the event to miss this holiday season...put on your dancing shoes and we'll see you there!

From AGA's New Orleans Chapter Executive Committee and myself, to you and your family, we wish you a safe and blessed holiday season.

Happy Holidays,

Pam

EXECUTIVE COMMITTEE MEETING MINUTES NOVEMBER 21, 2002

Pam Lincoln called the meeting to order. A motion was made to suspend the quorum to take a vote by Wilbert Antoine and seconded by Jim Julian. A motion to change the AGA bank account from Bank One to the NODA Federal Credit Union was made by Jim Julian and seconded by Wilbert Antoine. All members present were in favor of the motion. The meeting was then turned over to Don Dees who discussed the proposed increase in membership dues and changing categories. The regular membership fee will increase from seventy dollars to ninety dollars. Part of the reason for the increase is because the Professional Development Conference (PDC) held in Boston did not make a profit and the Conference makes up thirty-three percent of National's budget. Don then discussed the decline of AGA membership. He suggested looking at strategies to reverse this trend. He suggested such actions as the personal touch, contacting those non-renewals by a member of the executive committee or offering continuing education with the dues being part of the seminar fee.

Jullin Renthrope then passed out a copy of AGA's strategic plan that has not been approved by National for review by officers.

Meeting was adjourned for the regular November monthly meeting.

NOVEMBER MONTHLY MEETING MINUTES

Pam Lincoln, AGA President opened the meeting at 1:00 p.m. by welcoming everyone and introducing the head table, Regional Vice President Don Dees, Dr. Bill Johnston, instructor for the December 12th Statistical Sampling Seminar, Jullin Renthrope, National President Elect, Jim Julian, the afternoon's speaker David Romero and Ron Parent, President Elect.

Shelda Melancon then gave the invocation and led everyone in the Pledge of Allegiance. Pam then asked for officer reports.

Education - Marcie Tureaud announced that Bill Johnston would be leading a seminar on statistical sampling at the NFC for 3 hours of CPE.

Community Service – Gerry Knepp thanked 20 volunteers for helping with the Rebuilding Together project and for those who helped with the WYES pledge drive and the Italian cooking pledge drive. He reminded the members that AGA is still collecting cell phones, magazines, personal hygiene items as well as baby items for various groups. He then passed out certificates for those who helped with Rebuilding Together.

Jill Byrd then gave a brief explanation of the Adopt a Family campaign at St. Philips Center. For only twenty dollars you can sponsor a family. Our chapter has collected enough money to adopt 6 families and hopes to adopt a few more before Thanksgiving.

Betty Salisbury then discussed two more community service projects. The first one is for Children's Hospital. AGA is collecting teddy bears to be donated to the children at Children's Hospital and as every year, a collection for Toys for Tots is also being made. Donations can be given to one of the members of the Community Service Committee, or brought to the December Christmas Party. Having no other reports the meeting broke for lunch.

The meeting resumed with Don Dees going over with the chapter members the information he'd address with the Executive Committee earlier concerning increased dues and member retention.

Jim Julian introduced the afternoon's speaker David Romero, who led a very interesting discussion of Finding Balance in Your Life.

After completing the discussion, a gift was presented to Mr. Romero who in turn pulled the winning ticket for 50-50 that was won by Ms. Fikes. The meeting was adjourned at 3:10 p.m.

Dawn Wagener
Secretary

COMMUNITY SERVICE

Making Christmas Special for the Children

There are individuals who work among us whose Christmas past were made brighter by the **Toys for Tots** campaign. We are collecting unwrapped new toy donations from AGA members to ensure that this important tradition of kindness continues. We are also collecting **teddy bears** that would like to be best friends with young patients at the Children's Hospital. Please share in the joy of the season and bring your donations to the AGA Christmas Party. If you are an employee at NFC, you can contact Betty Salisbury at 255-2344 for NFC's TANO Building, and, for NFC's Building 350, contact Gerry Knepp at 2554602, or Marcia Curole at 255-6232, (teddy bears only).

VITA Now Operates Under AARP

The Volunteer Income Tax Assistance (VITA) program has become part of AARP. For AGA purposes, that is the only thing that has changed. Our Clearview Mall site will be operating as it has in the past.

Tax assistance is a topic in this December 2002 newsletter because a training session has been

organized for early January 2003. Unfortunately, this session is being held on three workdays. I have ordered self-study information for those who volunteer and cannot attend this class. If a volunteer is not a CPA or work for IRS in a tax capacity, then the volunteer will be required to take a test.

The three day training is scheduled for January 7, 8, and 9, 2003, from 8:30 am – 3:30 pm at East Jefferson Hospital. We are waiting for the delivery of Publication 17. If you are planning to volunteer to assist in this tax preparation program, please contact Betty Salisbury (504-255-2344) to choose a date and I will give you the self-study information.

Continuing Community Service Collections

- (1) **Old Cell Phones** to be reprogrammed and distributed to battered women for emergency situations;
- (2) **Books and magazines** for La Fon's Senior Citizen Center; and
- (3) **New or used maternity and baby clothing, baby toys, and diapers** for the Crisis Pregnancy Center.

Please consider supporting one or more of the above mentioned community service opportunities. Thank you in advance for your support and consideration. Contact Betty Salisbury (504-255-2344) or Gerry Knepp (504-255-4602) for additional information.

November 2002 Community Service Kudos

Adopt-A-Family for Thanksgiving Campaign:
Give yourselves a round of applause!!!! It is truly a time to give thanks. We would like to thank everyone that helped make the Adopt-A-Family campaign a **HUGE SUCCESS**. On November 26, through the generosity of AGA members, corporate donors, and other interested donors, we adopted 47 families through the St. Philip Center and donated 175 pounds of non-perishable and canned goods to their food bank. Each adopted family received the following items in a beautifully decorated laundry basket: turkey or gift certificate for a turkey,

roasting pan, oven bags, stuffing mix, cornbread mix, gravy, peas, green beans, corn, yams, cranberry sauce, macaroni and cheese, 2-liter soft drink, brown and serve rolls, apple pie, jello, and some candy.

We especially want to thank **Jill Byrd** who enthusiastically spearheaded the campaign and did a great deal of work to make this event a success. We would also like to thank **Karen Morrison** and **Linda Michel** (Jill's Mom) for making beautiful bows for the food baskets. We, also, want to acknowledge the AGA volunteers who helped collect and deliver the food baskets and food bank items. They were: **Jill Byrd, Yolanda Genovese, Gerry Knepp, Pam Lincoln, Andria Milton, Betty Salisbury, and Warren Wilson.**

We want to acknowledge the corporate entities that generously donated gift certificates or food items to the Adopt-A-Family Campaign. They are:

**Wal-Mart (New Orleans East)
Community Food Store
Albertson's on the (West Bank)
Courtesy Discount Furniture (Arabi)**

Lastly, we would like to thank all the **AGA members and other interested parties**, too numerous to mention, whose donations made this campaign possible. "You all" deserve a round of applause. Thank you for your generosity to those less fortunate than us!!! May you and your families have a blessed Thanksgiving and a happy and healthy holiday season!!!!

WYES Italian Cooking Celebration:

On Saturday, November 16, five AGA volunteers acted as bid takers during WYES's newest cooking show, the Italian Cooking Celebration. AGA volunteers included: **Bill McSweeney, Anne McSweeney, Gary Millet, Roxanne Knepp and Gerry Knepp.** The show was broadcast live from the studios from 9:00 a.m. until 1:00 p.m. AGA's volunteers were on-air quite a bit, got to eat all the great tasting food the chefs prepared, and took bids for \$7,000 to help keep WYES's quality programming on the air. WYES expressed their appreciation for AGA's continued support through its dedicated volunteers.

Welcome New Members

Our Chapter of AGA wishes to extend a warm welcome to the following new member:

Steven Aucoin

He is sponsored by Michelle Taucer

Steven, welcome to AGA. Once your application has been processed, a member ID and password will be sent to you for you to begin using AGA's *Member's Only* website. Again, welcome and feel free to contact the New Orleans Chapter Officers with your questions or concerns.

Recruitment News

We cannot stress the importance of keeping the New Orleans Chapter of AGA at its strongest. That can only happen with your support. AGA National has adopted REAP-Recruit & Retain Essential Accountability Professionals Membership Campaign, as its theme this year. The focus is on recruiting 2,300 new members into membership this year. The intent is to encourage you to recruit one new member into AGA. As always, prizes will be offered to Top Sponsors and Top Recruiters.

Sponsor's Honor Roll

To all of our sponsors, we appreciate your efforts with the growth of the New Orleans Chapter of AGA. **Continue to keep up the good work!!**

The following list includes sponsors from May 2002 through November 2002:

Jullin Renthrope	2
Gerry Knepp	1
Patricia Allison	1
Linda Lewis	5
Michelle Taucer	1

If you interested in joining this distinguished list of sponsors, **START RECRUITING TODAY!**

Member's Only Site

Use your member ID number and password (your first initial and last name with no spaces) to access this exclusive site for members only. If you need a member ID number, contact Linda Lewis at 504-255-5902.

Renew your AGA Membership Online

AGA members can renew membership online via the Members Only section of the AGA website. To renew online, just access the Members Only site, login, then press the "Renew Your Dues/CGFM Online" button. Your information is updated immediately into the AGA database.

Congratulations

Congratulations to Chris and Michelle Cutitto who recently announced they are expecting their first baby in 2003, a future AGA member!

Please share news about yourself or other AGA members. Contact Linda M. Lewis at 255-5902 or [**linda.lewis2@usda.gov**](mailto:linda.lewis2@usda.gov)

**ASSOCIATION OF GOVERNMENT ACCOUNTANTS
NEW ORLEANS CHAPTER**

2002-2003

CALENDAR OF EVENTS



Date/Time	Location	Event	CPE
January 16, 2003 11:30 am – Lunch	NFC Eastside Cafeteria 13800 Old Gentilly Rd. New Orleans, LA	Lunch Meeting	Yes
February 20, 2003 5:30 pm Social/6:00 pm Dinner	Doug’s Restaurant 348 Robert Blvd. Slidell, LA	Dinner Meeting	Yes
March 20, 2003 5:30 pm Social/6:00 pm Dinner	Five Happiness 3511 Carrollton Ave. New Orleans, LA	Joint Dinner Meeting with ASWA	No
April 24, 2003 5:30 pm Social/6:00 pm Dinner	Bull’s Corner (Laplace) 1036 W. Airline Hwy. Laplace, LA	Joint Dinner Meeting with Baton Rouge Chapter	No
May 2003	TBD	Annual Crawfish Boil	No
June 2003	Zephyr’s Stadium	Zephyr’s Baseball Game/ Tailgate Party	No

EDUCATION

**STATISTICAL SAMPLING AS A
MANAGEMENT AND AUDIT TOOL**

Presented by: Bill Johnston, DPA, CGFM

Date: Thursday, December 12, 2002

Time: 9:00am – 12:00 Noon

Place: National Finance Center, Conference
Room 2

If you are interested, you may contact Chris
Cutitto at 255-5903 or Marcia Tureaud at
255-7818

Credit Hours: 3 Hours CPE Cost \$60.00

2002 – 2003 AGA CALENDAR

- Feb. 20 – 21:** First AGA National Leadership Conference, Washington, DC.
- March 6 – 7:** NEC Meeting, AGA National Office, Alexandria, VA.
- March 8 – 9:** Leadership Training Workshop, Alexandria, VA.
- June 29 – July 2:** AGA’s 52nd Annual Professional Development Conference & Exposition, Chicago, IL.

CHAPTER RECOGNITION CREDITS

Recognition Categories	Max Credits Per Category	Credits Through Dec. 2002
Communications	3,000	3,000
Membership	3,000	1,175
Community Service	2,000	2,000
Awards	1,000	1,000
Chapter Leadership, Planning Participation	3,000	2,875
Education & Professional Development	4,000	1,400
Certification	4,000	2,525
Total	20,000	13,975



PREPARATION FOR CGFM EXAMS

Identifying topic areas and suggested readings that best fit your learning needs enhances preparation for the three CGFM exams. The exams focus on an awareness and understanding of the governmental financial management environment. In addition, the exams target technical knowledge and professional practice of government financial management in a broad range of settings.

By reviewing topic areas in the examination content specifications, you will be able to determine which sections of the exams will be easier or more difficult for you. You may then select materials to confirm or enhance your knowledge. For example, in a topic area that is

familiar, selection of minimal reading may be appropriate; in areas unfamiliar, more extensive readings and course work may be more appropriate.

The resources that follow provide a solid base for study and preparation for the exams. Or, you may choose to attend Review Courses in Government Financial Management sponsored in partnership with Management Concepts.

Source Material Reading for the Certified Government Financial Management Examination (CGFM)

EXAMINATION 1: GOVERNMENTAL ENVIRONMENT

Recommended Practices to Improve State and Local Government Budgeting, National Advisory Council on State and Local Budgeting, Chicago, IL, 1997, www.gfoa.org, \$10.

Governmental Accounting, Auditing, and Financial Reporting, Governmental

NATIONAL NEWS

Finance Officers Association, Chicago, IL, 2001, www.gfoa.org, Link to "Publications."

Powdar, Juliet Carol, The Operating Budget: A Guide for Smaller Governments, Government Finance Officers Association, Chicago, IL, 1996, Chapters 4, 6, \$24.

EXAMINATION 2: GOVERNMENTAL ACCOUNTING FINANCIAL REPORTING AND BUDGETING

Governmental Accounting, Auditing, and Financial Reporting, Governmental Finance Officers Association, Chicago, IL, 2001, www.gfoa.org, Link to "Publications."

Tierney, Cornelius E., Federal Accounting Handbook, Wiley, New York 2000.
(This may be the most comprehensive source for federal Accounting and reporting.)

CPA Code of Professional Conduct (Rule 203), www.aicpa.org.

EXAMINATION 3: GOVERNMENTAL FINANCIAL MANAGEMENT CONTROL

OMB Circular A-11, Preparation and Submission of Budget Estimates
www.whitehouse.gov/OMB/bulletins/index.htm.

Financial Handbook for Federal Executives and Managers, 1991, JFMIP, Washington, DC,
www.financenet.gov/financenet/fed/jfmip/reports.htm.

Framework for Federal Financial Management Systems, 1995, JFMIP, Washington, DC,
www.financenet.gov/fed/jfmip/reports.htm.

Please let me know if you are interested in taking the CGFM exam.

Carolyn Sibley, CGFM Director

TOPICS Newsletter is Going Electronic

AGA's National Executive Committee (NEC) voted in September to cease the printed version of AGA's Government Financial Management TOPICS newsletter with the March 2003 issue. As of April 2003, AGA members can access the online version of TOPICS. To ensure that you will continue to be notified when each new issue becomes available, please register your e-mail address at www.agacgfm.org/membership/form_address. If you know of a member who does not have access to the Internet, tell them to call AGA at 800.242.7211.

AGA Career Center

We are proud to announce the new and improved Association of Government Accountants (AGA) Career Center. Members can post resumes and jobs, plus use priority services at a significant discount!

Through this network, members will now have access to thousands more resumes and job postings via a nationwide network of more than 300,000 government financial management professionals. CareerBank.com also provides an outstanding set of services for employers, including discounted job postings and online recruiting tips. The AGA Career Center now provides premium services such as priority job postings, an automatic resume matching service, a resume search capability and e-mail notifications.

Ready to make your career move? Go to <http://aga.careerbank.com/> or <http://aga.careerbank.com/>.

Questions? Email help@careerbank.com or <mailto:help@careerbank.com>

**NEW ORLEANS CHAPTER
ASSOCIATION OF GOVERNMENT ACCOUNTANTS**

**STATEMENT OF NET
ASSETS**

October 31, 2002

ASSETS

CURRENT ASSETS:

Cash	\$9,528.04
Investments	4,352.48

TOTAL ASSETS	\$13,880.52
---------------------	--------------------

**LIABILITIES AND NET
ASSETS**

Accrued Revenue	702.00
-----------------	--------

NET ASSETS:

Unrestricted net assets	\$13,178.52
-------------------------	-------------

TOTAL LIABILITIES AND NET ASSETS	\$13,880.52
---	--------------------

STATEMENT OF REVENUES, EXPENSES

For the Period from October 1, 2002 to October 31, 2002

OPERATING REVENUES

Education/Training	
Business Meetings	\$720.00
50/50 Raffle	60.00
Zephyr/Xmas Party	
Chapter Dues	
Total operating revenue	\$780.00

OPERATING EXPENSES

Education/Training	
Business Meetings	\$664.24
50/50 Raffle	28.00
Postage/Supplies/Gifts	74.00
Crawfish Boil	
Scholarship Winner	
Xmas Party Expenses	
Community Service Exp.	
Total operating expenses	\$766.24

OPERATING INCOME (LOSS)	13.76
--------------------------------	--------------

NONOPERATING REVENUES (EXPENSES)	NONE
---	-------------

INCOME (LOSS) BEFORE CONTRIBUTIONS	\$13.76
---	----------------

November Meeting receipts	\$702.00
----------------------------------	-----------------

CHANGE IN NET ASSETS	\$715.76
-----------------------------	-----------------

NET ASSETS AT BEGINNING OF PERIOD	13,164.76
--	------------------

NET ASSETS AT END OF PERIOD	\$13,880.52
--	--------------------



*P.O. Box 29186
New Orleans, LA 70189-0186*



***TIME VALUE MATERIAL
PLEASE EXPEDITE***

Please contact Linda Lewis (255-5902) with address corrections.

AGA Annual Christmas Party

When:

Friday, December 13, 2002
7:30 pm – 11:30pm

Menu: Finger Sandwiches, Chicken and Sausage Gumbo, Fruit and Vegetable Tray with Cheese, Fried Chicken Drummetts, Fried Catfish Nuggets, Seafood Pasta, Cocktail Meatballs, Stuffed Eggs, Egg Rolls, Crab Balls, Jambalaya and Bread Pudding.

Where:

The Walnut Room(Lakefront Airport)
6001 Stars and Stripes Blvd.
New Orleans, Louisiana

Drink: Open Bar (House Brands)

Cost: Free to Current Members and \$25.00 for Guests

Contact by COB Monday, December 9th:

For reservations: Vincent Parenti (255-5350) or vincent.parenti@usda.gov

For advance payment of guests: Gary Millet (255-5220)