



EXECUTIVE COMMITTEE

President

Aaron Dvorak
aaronjdvorak@gmail.com

President-Elect

Kieran Coe
kieran.coe@us.gt.com

Secretary

Stanton Martin
stanton.martin@hhsc.state.tx.us

Treasurer

Lorna Schwimmer-Staggs
lorna.schwimmer@dfps.state.tx.us

Research Committee

Debi Weyer (Chair)
debiweyer@gmail.com

Education/Programs Committee

John Barnes (Chair)
john.barnes@ers.state.tx.gov

Benjamin Lyons (Co-Chair)
benjamin.lyons@texasagriculture.gov

Communications Committee

Shayla Prince (Chair)
shayla.prince@dfps.state.tx.us

Bhakti Patel (Co-Chair)
bhakti.patel@us.gt.com

Community Service Committee

Priscilla Suggs (Chair)
priscilla.suggs@dfps.state.tx.us

Membership Committee

Khiry Burke (Chair)
khiry.burke@us.gt.com

Professional Certifications Committee

Patti Roano (Chair)
patti.roano@ers.texas.gov

Early Careers Committee

Angela Bourianoff (Chair)
angela.bourianoff@us.gt.com

Chapter Historian

Sharita Jefferson
sharita.jefferson@dfps.state.tx.us

Webmaster

Eddie Chan
eddie.chan@ers.state.tx.gov

Regional Vice President

Chelly Hilmes
chellyhilmes@yahoo.com

PRESIDENT'S MESSAGE

I hope everyone is ready for the end of the summer heat and beautiful fall weather. We've had a great start with some excellent speakers for our CPE luncheons and have secured a lineup of exciting topics throughout the rest of the year! We also have our annual December Toy Drive in the works. Please look out for notices to come.

I hope you all enjoyed Bret Adams' presentation "What's Risk Got to Do With It". If you would like to reach out to Bret, he asked that we share his email address with the Chapter (bret.adams@twc.state.tx.us). Our next CPE luncheon will feature Rene Valadez, Director of Internal Audit at the Office of the Governor to speak to us about economic development programs. Hopefully we can figure out if Amazon will be coming to Austin after his presentation! The CPE luncheon will remain at Pappadeaux Seafood Kitchen for the November luncheon. I want to encourage everybody to take a few minutes to mingle with at least one member that you don't already know. Looking forward to seeing everyone there!

As always, we are always looking for additional participation on the board and committees. If you are interested in assisting on the board or any committee or interested in assisting with a particular event during the year, please contact me or any of the board members for more information. Thank you in advance for your continued support of the chapter. See you all on November 9th!

Regards,

Aaron Dvorak



UPCOMING EVENTS

LUNCHEON

What: CPE Luncheon

“Characteristics of an economic development incentive program”

When: Nov. 9, 2017

11:30 am – 1:00 pm

Where: Pappadeaux Seafood Kitchen

6319 N I Hwy 35 | Austin, TX | 78752

Who: Rene Valdez, Director of Internal Audit from the Office of the Governor

Why: Earn 1 continuing professional education credit

Sign up at: <http://www.agaaustin.org/cpe-events/event3.html>

Members: \$27.00

Non-members: \$32.00

Meet our presenter...

Rene Valdez, the Director of Internal Audit for the Office of the Governor will be presenting on the Characteristics of a Well Administered Economic Development Incentive Program. Rene Valdez has over 20 years of experience in legislative, audit, and compliance roles. Since 2011, he has been the internal auditor for the Office of the Governor, which is responsible for administering multiple economic development “incentive” programs for the State of Texas.



Characteristics of a well administered economic development Incentive program

The discourse surrounding the use of economic development incentives rarely explores the precise administration of those agreements because each can be so unique. This presentation will examine several general strategies and recommendations that public servants may consider when developing and administering their incentive programs to obtain the best results for their constituencies.



HIGHLIGHTS



Membership Anniversaries

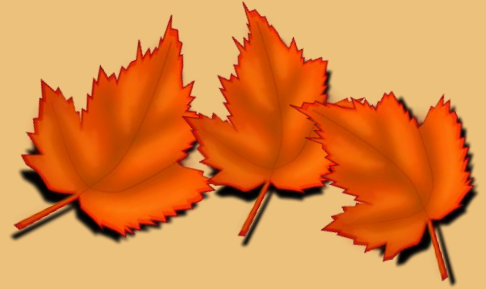
Congratulations to the following member who reached their anniversary milestone in the month of November.



5 Years: Sharita Jefferson



35 Years: Pete Rose

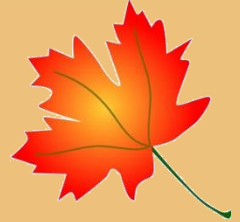


Luncheon Gift Card Drawings!

Congratulations to Patty Hamm for winning the raffle during our October luncheon! She won a \$25 Gift card to Pappas Restaurants.



TREASURER'S REPORT



FOR THE PERIOD ENDING 9/30/2017

Beginning Bank Balance	8/31/2017	\$5,096.05
<i>Funds Received:</i>		
9/29/2017	ACH Pmt for Sept Luncheon - LBB	\$27.00
9/27/2017	ACH Pmt for Sept Luncheon - GLO	\$27.00
9/14/2017	ACH Square - Sept Luncheon	\$30.77
9/13/2017	ACH Square - Sept Luncheon	\$77.76
9/7/2017	ACH Square - Sept Luncheon	\$25.92
9/1/2017	Dividend through 8/31/2017	\$0.42
Total Funds Received		\$188.87

Funds Available **\$5,284.92**

<i>Funds Expended:</i>		
<i>Date</i>	<i>Check No./Credit Card.</i>	
9/12/2017	Debit Card Payment for web hosting - Aplus	\$119.27
9/15/2017	Debit Card Payment for Sept Luncheon - Pappadeaux	\$430.92
Total Funds Expended		\$550.19

Ending Bank Balance **9/30/2017** **\$4,734.73**

Check Register Reconciliation:
Ending Bank Balance **9/30/2017** **\$4,734.73**

<i>Outstanding Checks:</i>		
<i>Date</i>	<i>Check No.</i>	<i>Description</i>
<hr/>		
Total Outstanding Checks		\$0.00

<i>Outstanding Deposits:</i>		
<i>Date</i>	<i>Description</i>	
<hr/>		
Total Outstanding Deposits		\$0.00

Adjusted Ending Bank Balance **9/30/2017** **\$4,734.73**

Total Chapter Funds Available Per Check Register **9/30/2017** **\$4,734.73**

Cash On Hand:

	CU Min Savings Balance	\$5.00
	Luncheon Bank	\$40.00



MEETING MINUTES

Meeting: September Luncheon Planning Call

Date: October 2, 2017

Members Present on Call:

- Sharita Jefferson, Aaron Dvorak, Lorna Schwimmer-Staggs, Priscilla Suggs, Kieran Coe, Shayla Prince, Khiry Burke, Bhakti Patel, Angie Bourianoff, Eddie Chan, and Stanton Martin

Minutes:

October Luncheon –

- Bret Adams is confirmed for the October luncheon at Pappadeaux
- Lorna is scheduling the November and December luncheons at Pappadeaux in advance to ensure availability
- Bhakti will reach out to Grant Thornton’s marketing person to get suggestions for speakers.
- Kieran Coe may have a backup if Ms. McDade is unavailable – Brett Adams works for Texas Workforce and does risk management.
- Aaron wants to get name tags printed for members that regularly come to luncheons.

Other Matters –

- Planning to host two networking events—one in December and one in the spring
- Bhakti suggested we do a raffle to increase participation—if you bring a guest, you’re entered into the raffle.
- Priscilla will research new community outreach opportunities in conjunction with the national office which offers matching with select giving opportunities



COMMUNITY EVENTS

Fundraising Dinner & Film Screening hosted by Project Schoolhouse

When: Wed Nov 08, 2017, 03:30 PM - 10:00 PM

Where: AFS Cinema, 6226 Middle
Fiskville Rd Austin, Austin, TX78752

Sign-up: Call: Gene B. at (512) 651-5615

Project Schoolhouse is hosting a Fundraising Dinner and Film Screening. Volunteers do not require any special skills. They need help in 3 categories: Setup 3:30-6:30pm - set up for the event: tables, chairs, table coverings, paraphernalia, etc.; Waiter 6-9pm - set up, reception, traffic control, food service and clean-up 7-10pm - final food service, breakdown event, variety of tasks. Please call Gene B. to sign up for a shift._



Hands for Hope! - Thanksgiving Event hosted by El Buen Samaritano Episcopal Mission

When: Sat Nov 04, 2017 - Sat Nov 18, 2017

Where: 7000 Woodhue Dr., Austin, TX78745

Sign-up: <https://elbuen.org/volunteer-application/>

Every year during our Hands for Hope event, El Buen, with the help from a number of wonderful community partners and volunteers is able to distribute over 1000 turkey dinners to underserved families in the Austin._

This year, El Buen hopes to make hunger take a holiday once again by providing families in the Austin area with a frozen turkey and all the



trimmings so they can have a memorable holiday dinner at home.

But they cannot make this possible without your help! If you would like to volunteer this holiday season, please sign-up at the link provided. Position descriptions, times, days, and shifts can all be found at the link above!

Book Cleaning and Sorting Event hosted by Texas Kids Read

When: Mon Nov 13, 2017, 06:00 PM - 09:00 PM

Where: 6405 Circle S Dr., Portable Building 1, Austin, TX78745

Sign-up: Send us an email at txkidsread@gmail.com, if you plan to attend

Volunteers are needed to process books for distribution. This entails removing price tags, covering up any writing in the books, erasing where we can, repairing binding when possible, and placing a book plate in the books for the students to write their name.

Volunteers will meet in the portable classrooms at Pleasant Hill Elementary School facing N. Bluff Rd. Look for their banner. If you need further directions please call Rosanne at 512-565-5581. A light dinner is served before they start working so please let them know if you have any food allergies.

For large groups please email us at txkidsread@gmail.com to set up a special date and time for your group. Texas Kids Read can bring books to your location for groups larger than 10 people.



Positive Sounds Brewery Event hosted by Project Transitions, Inc.



When: Sat Nov 18, 2017, 05:00 PM - 10:00 PM

Where: 3913 Todd Ln #607, Austin, TX78744

Sign-up: <http://signup.com/go/95jPvo>

Positive Sounds is an event hosted by Independence Brewery featuring live music and local artists benefiting Project Transitions. It is a dog-friendly event also!

They need volunteers who are outgoing that will man an information table at the brewery to collect donations from attendees as they arrive and to tell them about PT's mission. Volunteers may need to have the capability of using a Square Reader (which will be provided) in case attendees would like to donate through a card.

Project Transitions is dedicated to serving people with HIV and AIDS by providing supportive living, housing and hospice in compassionate and caring environments.

Austin MG Walk- Volunteer Photographer Needed! Hosted by the Myasthenia Gravis Foundation



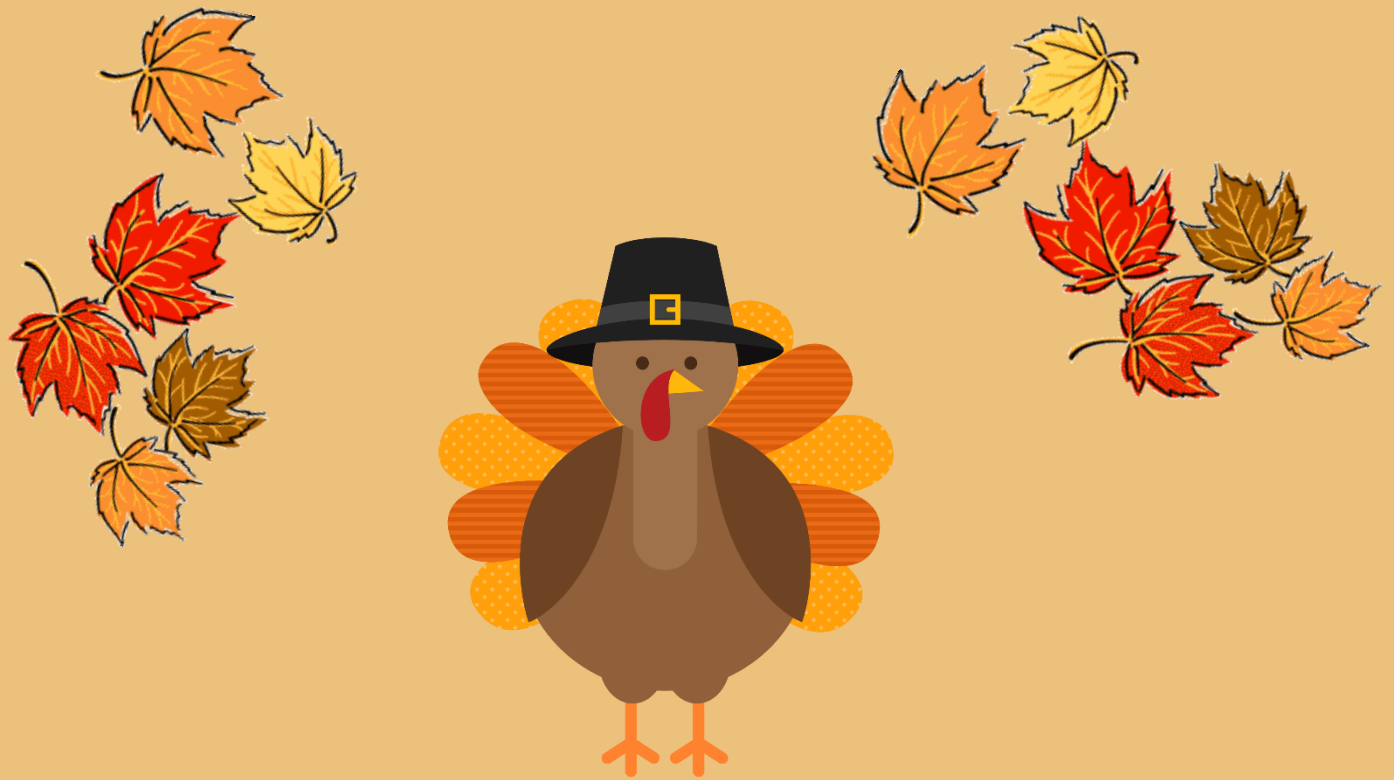
When: Sun Nov 19, 2017, 08:00 AM - 12:30 PM

Where: 18707 Blake Manor Road, Manor, TX78653

Sign-up: To register as a volunteer for the MG Walk, please visit www.MGWalk.org/Volunteer or contact the MG Walk Office at Info@MGWalk.org or 1-855-MG-WALKS.

The National MG Walk Campaign is actively searching for a volunteer photographer for the Austin MG Walk on Sunday, November 19. The volunteer photographer would be responsible for capturing action shots throughout the Opening Ceremonies and Walk Route, along with taking team pictures prior to the Walk start. We do ask that the volunteer photographer use their own camera, but the MG Walk Office will provide them with a memory card to use.

Please note, you do not have to be a professional photographer to fill this role! We are looking for someone with a passion for photography and making the world a better place!



RESEARCH ARTICLE

Accounting for Capital Assets

By Todd Buikema



As stewards of public funds, governments need to ensure that the capital assets are being tracked and used for their intended purposes. Capital assets are frequently the largest dollar-valued asset on a government's statement of net position. Unfortunately, capital assets often receive the least amount of attention among the assets reported. Capital assets, like other accounts reported in the statement of net position, require periodic reconciliations to ensure that the amount on the capital asset system, which details all capital assets owned by the government, equals the amount on the general ledger. The capital asset system needs to be complete and report capital assets that do exist.

It is not uncommon for a government to purchase a capital asset, put the asset into service, and wait until the end of the fiscal year to capitalize the asset and begin depreciating it. Waiting until year's end to assemble capital asset activity can lead to errors in reporting because some purchases may slip through the cracks and not be put into the system. When a capital asset is purchased, it should be entered into the capital asset system immediately. The capital asset system should include the following fields for each capital asset:

- Asset description (with enough detail to readily identify it)
- Cost of the asset n Date of purchase n Vendor, invoice, and purchase order information
- Type of asset (land, building, equipment)
- Useful life
- Serial number (or equivalent, such as VIN)
- Funding source (for grants)
- Primary location for the asset
- A system-generated unique asset identification number, or tag number

KEEPING TRACK

The unique asset identification number, also referred to as a tag number, is a key component of asset identification. An asset tag should be placed on each capital asset after it is purchased. In addition to the identification number, the tag typically includes the name of the government and a bar code of the identification number. Some systems

rely on RFID chips embedded into the control tags, which facilitate faster scanning.

GFOA recommends affixing the asset tag in a place where staff can locate it easily (i.e., not behind a desk that is against the wall), in the same location on similar assets, and in a location that minimizes the risk of the tag being removed or damaged. The asset tag provides a proof of ownership and is used for inventory.

One of the assertions that management makes about the financial statements is existence — do the capital assets exist, and where are they located? An easy way to know if something exists is to actually see it, and the finance department's routine procedures should include performing inventories of capital assets. Staffing and timing restraints might mean it isn't possible to do a periodic inventory of all capital assets, but the department should establish a schedule for rotating inspections. Governments may elect to inspect assets by building; this method requires the location field in the capital asset system to include a building identifier. The inspection might reveal that assets on the inventory list aren't where they're supposed to be, which can happen because the asset has been transferred to another department or it has been disposed of.

Additions to capital assets are usually easy to determine because purchasing systems are linked to the capital asset system, or the finance staff can run reports of capital outlay account activity to determine potential capital purchases made during the year. Asset transfers and disposals are typically performed by departments throughout the government through a manual process that does not involve the finance department. In both instances, a government should implement controls to better track the existence and location of an asset. Rather than disposing of an asset, another department might be able to use it. If the asset is moved to another department, the finance department should be made aware of the transfer so capital asset records can be updated and depreciation expense charged to the proper functional expense category.

Disposals of capital assets should also be communicated to the finance department; however, there are other internal control issues. A government needs to make sure that management has made the proper approvals before an asset is disposed of. Asset disposal forms should be used, and they should include: the tag number of the specific asset being disposed of; the department requesting the disposal; the reason for the disposal (obsolescence, damaged); the proper management approval(s); and the date of disposal. The completed form should be routed to the finance department so the information can be entered into the capital asset system.

FEDERAL FUNDS

Tagging and performing inventories of capital assets is also important if the government

used federal funds to purchase the capital asset. The Office of Management and Budget’s “Uniform Guidance” (2 CFR 200) provides requirements for a government that has capital assets purchased with federal funds, including the following:

- Property records must be maintained that include a description of the property, a serial number or other identification number, the source of funding for the property, who holds title, the acquisition date, and cost of the property, percentage of Federal participation in the project costs for the Federal award under which the property was acquired, the location, use and condition of the property, and any ultimate disposition data including the date of disposal and sale price of the property.
- A physical inventory of the property must be taken and the results reconciled with the property records at least once every two years.

A government shouldn’t have issues with the above requirements if staff is diligent in tagging the assets immediately and performing the physical inventories. If the government has properly identified the assets purchased with federal funds in the capital asset system, it can run a report of federal capital assets and easily do a physical inventory of the assets.

CONCLUSIONS

As stewards of public funds, governments need to ensure that the capital assets are being tracked and used for their intended purposes. More information is available in GFOA’s four best practices in the area of capital assets (available at gfoa.org/best-practices):

- Inventories of Tangible Capital Assets
- Control Over Items That Are Not Capitalized
- Capitalization Thresholds for Capital Assets
- Estimated Useful Lives of Capital Assets

TODD BUIKEMA is acting director of GFOA’s Technical Services Center in Chicago, Illinois.



AGA AUSTIN CHAPTER OCTOBER LUNCHEON

Thank you to everyone who attended the October CPE luncheon. And a special thanks to Bret Adams for volunteering his time to the AGA.





Meaning of Thanksgiving

Meaning of Thanksgiving - The Real Celebration

For many of us, the meaning of Thanksgiving usually includes feasting, four-day weekends, football games, floats, family reunions, or a forerunner to Christmas festivities. The “first Thanksgiving,” however, was neither a feast nor a holiday, but a simple gathering. Following the Mayflower’s arrival at Plymouth Rock on December 11, 1620, the Pilgrims suffered the loss of 46 of their original 102 colonists. With the help of 91 Indians, the remaining Pilgrims survived the bitter winter and yielded a bountiful harvest in 1621. In celebration, a traditional English harvest festival, lasting three days brought the Pilgrims and natives to unite in a “thanksgiving” observance.

This “thanksgiving” meal would not be celebrated again until June of 1676. On June 29 the community of Charlestown, Massachusetts proclaimed a day of thanksgiving for their good fortune. Ironically, this celebration excluded the Indians, as the colonists’ recognized their recent victory over the “heathen natives.” One hundred years later, in October of 1777, all 13 colonies participated in a one-time “thanksgiving” celebration which commemorated the patriotic victory over the British at Saratoga. It would take a span of over 150 more years to establish Thanksgiving as we celebrate it -- George Washington proclaimed it a National holiday in 1789, Lincoln proclaimed the last Thursday in November in 1863, and Congress sanctioned it as a legal holiday in 1941.

Meaning of Thanksgiving - Expressions of Gratitude

The meaning of Thanksgiving has undergone numerous transitions -- an expression of gratitude for survival, a council’s recognition of its flourishing community, submission of the local natives, the defeat over the British, resulting in a collection of our nation’s traditions and values. Over the centuries, families added their customs to the Thanksgiving celebration, preserving that which they held most precious.

To gather in unity – It is refreshing and invigorating when people come together, in celebration of a common purpose. It is a reconciliation of differences as well as a time of healing. In sharing our victories as well as our struggles, we find strength and hope.

To teach the young – In stories retold, each generation brings purpose and significance to the richness of their heritage. Faded pictures, sentimental knick-knacks, even the prayer of Thanksgiving before the meal all form a Thanksgiving family legacy.

To prepare the heart – In gratitude, we humbly reflect upon all the gifts (family, friends, and health) that saturate our lives. By “giving-thanks” we choose to extend ourselves and give to others less fortunate. Out of the abundance of our hearts, we are able to offer our resources to help others.