

Ohio Chapter, Association for Accounting Administration November 9, 2007 Meeting

The November 2007 meeting of the Ohio Chapter, Association for Accounting Administration was held at the OSCPAs office in Dublin, Ohio on November 9, 2007.

The following members were in attendance:

Kelly Bates	Schlabig & Associates, Ltd.	Akron, OH
Stacy Boggess	Arnett & Foster PLLC	Charleston, WV
Lisa Dunn	Brockman, Coats, Gedelian & Co.	Akron, OH
Jim Fahey	Brott, Mardis & Co., CPAs	Akron, OH
Paul Fellingner	Shriver & Co.	Cincinnati, OH
Sarah Galley	Pohlman & Talmage CPAs, Inc.	Dayton, OH
Kim McNeal	Parms & Company LLC	Columbus, OH
Kim Miller	Hall, Kistler & Company, LLP	Canton, OH
Susan Moon	Hall, Kistler & Company, LLP	Canton, OH
James Page	Gilmore, Jasion & Mahler, Ltd.	Maumee, OH
Anna Sary	Zinner & Co. LLP	Cleveland, OH
Jeff Shumway	Battelle & Battelle, LLP	Dayton, OH
John Tokar	Zinner & Co. LLP	Cleveland, OH
Barb Walker	Barnes, Dennig & Co.	Cincinnati, OH

Presentation

This meeting's presentation was "Team Building and Attracting & Retaining Great Employees" presented by Peg Buehrle and Pete McDowell of ActionCOACH.

Business Meeting

Minutes of the previous meeting were approved; the Treasurer's report was presented and accepted.

Kim is currently working on lining up a speaker for our May 2008 meeting, and a possible topic for that meeting would be Disaster Recovery.

Jim reported that the SharePoint feature on the national website is not yet working, but should be functional some time soon.

Jim also reported that he is making plans to have the Network Administrators' meeting again in 2008.

There was discussion of how to increase participation at meetings. It was suggested that current members make calls to other Firm Administrators in your local area and invite them to attend these meetings. The list of all current members can be found on the national organization's website.

It was noted that dues for membership in the organization have increased substantially, and the reason for this is not known. Jeff will ask about this at the next Leadership Huddle.

Next Meeting

The next meeting will be held on Friday, February 15, 2008 at the OSCPAs offices in Dublin.

Topics From Roundtable Discussion

1. Security
2. Cleaning
3. Recruiting Fees
4. Does Managing Partner Need to be CPA
5. Does Paperless Really Save Time
6. Casual Days for Charity
7. CPE Tracking
8. Merit Review Cycle
9. Collection Procedures
10. Information From Clients
11. Intranet
12. Short Term Disability
13. Reimbursement of Travel Expenses
14. Resource Planning Model
15. Bonus Calculation – Individuals
16. Monetary Bonuses
17. Bad Scans
18. Travel Sheets/Routing Sheets
19. Bonuses for Admins
20. Flex Hours
21. Expectations of IT Manager
22. CS Engagement/GFR
23. Web Based Software
24. Vacation
25. Christmas
26. PDA Functionality