

**Minutes of:** New York State Society of  
Certified Public Accountants  
Executive Committee Meeting

**Date & Time:** Thursday, May 15, 2014, 8:30  
a.m. to 10:23 a.m.

**Location:** NYSSCPA Offices, 14 Wall  
Street, 19<sup>th</sup> Floor, New York, New  
York

**Presiding Officer:** J. Michael Kirkland, *President*

**Executive  
Committee  
Members Present:** Scott M. Adair, *President-elect* Gregory J. Altman  
Adrian Fitzsimons, *Vice President* Anthony S. Chan  
Barbara A. Marino, *Vice President* Barbara L. Montour  
F. Michael Zovistoski, Richard T. Van Osten  
*Secretary/Treasurer* Joanne S. Barry, *Executive Director*

**Executive  
Committee  
Members Absent:** Ian Benjamin, *Vice President* Warren Ruppel, *Vice President*

**Staff Present:** Amy Broderick Ernest Markezin  
Robert Busweiler Patrick Payano  
Colleen Lutolf Bradley Pryba  
Craig Mandelbaum Rachel Rocamora

## MINUTES

EC13 — M — 0  
**Call to Order** President J. Michael Kirkland noted that a quorum was present and called the meeting to order at 8:30 a.m.

Mr. Kirkland thanked the Executive Committee members for their work over the course of the year. He wished Mr. Adair all the best for the coming year.

EC13 — M — 1  
**Action Items** a. **Approval of Minutes of February 20, 2014, Executive Committee Meeting**

Mr. Kirkland asked if Executive Committee members had any changes or comments to the minutes of the February 20, 2014, Executive Committee meeting. After further discussion, Mr. Adair moved to approve the February 20, 2014, minutes, and Mr. Zovistoski seconded the motion. The motion passed without

objection.

**b. Financial Statements ending February 28, 2014**

Mr. Zovistoski presented the Financial Statements and gave the Executive Committee a line-by-line overview.

After further discussion, Ms. Marino moved to approve the financial statements, and Mr. Chan seconded the motion. The motion passed without objection.

**c. Membership Report**

Ms. Barry presented the membership report. She asked the Executive Committee to approve 243 new applicants for membership, bringing the Society's membership total to 27,783. Ms. Barry noted that free student members were not included in the total.

After further discussion, Mr. Altman moved to approve the membership report, and Ms. Montour seconded the motion. The motion passed without objection.

**d. Reaffirm Practice/Procedure for Composition of Oversight Committees**

Mr. Markezin presented a proposal for the Executive Committee to reaffirm the Society's practice of oversight committees being made up of the chairs of the constituent committees, and one to four additional experienced members selected by the oversight chair and approved by the President.

Mr. Adair moved to approve the reaffirmation of the practice and procedures for the composition of oversight committees, and Mr. Chan seconded the motion. The motion passed without objection.

**e. Merger of PLI Committee with Member Relations Committee**

Mr. Markezin presented a proposal to merge the Professional Liability Insurance Committee into the Member Relations Committee. He explained that the merger would increase efficiency.

Ms. Montour moved to approve merging the Professional Liability Insurance Committee with the Member Relations Committee, and Mr. Zovistoski seconded the motion. The motion passed without objection.

**f. Young CPA Committee Name Change to NextGen Committee**

Mr. Markezin explained that the Society had begun to rebrand the Young CPAs as NextGen, and that renaming the committee would result in better packaging and consistency. Mr. Adair added that this

change should be extended to the Society's chapters.

Ms. Marino moved to approve changing the name of the Young CPA Committee to the NextGen Committee, and Mr. Adair seconded the motion. The motion passed without objection.

**g. NYSSCPA/FAE Affiliation Agreement**

Mr. Pryba presented the NYSSCPA/FAE Affiliation Agreement. He outlined the changes to the Agreement for the Executive Committee. The Committee then discussed whether issues regarding the Society's control over FAE should be included in the bylaws of both organizations.

After further discussion, Mr. Adair moved to approve the Affiliation Agreement, and Mr. Zovistoski seconded the motion. The motion passed without objection.

**h. Xerox Contract**

Mr. Pryba presented the Xerox contract for approval. He gave the Executive Committee an overview of the contract.

Mr. Chan moved to approve the Xerox contract, and Ms. Montour seconded the motion. The motion passed without objection.

**i. Sheridan Printing Company Contract**

Mr. Pryba presented the Sheridan Printing contract. Mr. Pryba gave the Executive Committee an overview of the contract.

Mr. Altman moved to approve the Sheridan Printing contract, and Mr. Zovistoski seconded the motion. The motion passed without objection.

**j. Approval of Staff Healthcare Insurance Program**

Ms. Rocamora overviewed the changes to the healthcare insurance program. She recommended to the Executive Committee that the Society stay with Cigna and that the Society absorb the premium increase without passing on any additional costs to staff. Ms. Rocamora also recommended that the Society continue to cover the \$500 hospital copay. Mr. Payano answered questions regarding the changes.

Mr. Adair moved to approve the staff healthcare insurance program, and Mr. Chan seconded the motion. The motion passed without objection.

**a. Chapters Update**

Ms. Marino announced that the chapter presidents had participated in two conference calls since the last Board of Directors meeting. She overviewed the chapter report for the Executive Committee. Ms. Marino added that the chapter presidents had discussed the

relationship between chapters and statewide and chapter committees.

**b. Society Comments**

Mr. Markezin announced that 30 letters had been issued and that 2 more were in the pipeline. He added that FASB had requested some education from the Society regarding a topic addressed in a comment letter from February. The Executive Committee discussed the idea of publicizing the quality of the Society's comment letters.

**c. Committees Update**

Mr. Markezin announced that 43 meetings had been held during the period. He added that there had been good participation, and that he has been tracking the recruiting of younger members to committees to increase their involvement. Mr. Markezin announced that the committee manual would go out on June 1, 2014.

Mr. Kirkland thanked Mr. Markezin and Ms. Nellie Gomez, NYSSCPA Manager of Committees, for their hard work.

**d. Election Process Update**

Mr. Zovistoski announced that there had been no nominations from the membership-at-large. He added that votes were in and had been counted, and the results would be announced at the Annual Dinner later that evening.

EC13 — M — 3  
**Management Reports**

**a. New Board Members' Orientation**

Mr. Pryba announced that the New Board Members' Orientation would be held on May 22, 2014, at the Society offices. He noted that the orientation is an opportunity for Board members to reacquaint themselves with their duties and responsibilities as Board members.

**b. Legislative and Regulatory Update**

Mr. Busweiler gave the Executive Committee an overview of the legislative and regulatory activities. He noted that the bill regarding the removal of school internal audit requirements was stopped in the Assembly due to Society efforts. Mr. Busweiler stated that the legislative session would end soon and that the Society will become more proactive over the next few months while planning next year's legislative agenda.

EC13 — M — 4  
**Professional  
Competency**

**a. FAE Update**

Ms. Barry explained that the FAE business plan was developed three years ago and FAE appears to be turning the corner. She overviewed FAE activities for the Executive Committee.

Ms. Barry announced that Messrs. Steven M. Morse and Raynard Zollo, and Ms. Frieda T. Aboyou had been elected to fill the vacancies on the FAE board. Ms. Barry added that Messrs. Kirkland and Adair would be the Society's Board of Directors representatives on the Board of Trustees.

EC13 — M — 5  
**Public Trust**

To be addressed at a future meeting.

EC13 — M — 6  
**Recognition and  
Visibility**

**a. Media Relations Report**

Ms. Lutolf gave the Executive Committee an overview of the Society's media placements.

**b. Excellence in Financial Journalism Awards**

Ms. Barry announced that the event was held at the Tribeca Grill. She explained that the program has been running for 31 years and is a great event for fostering relations between the Society and the press.

Mr. Adair thanked Ms. Lutolf, and Mr. Alonza Robertson, NYSSCPA Media Relations Manager, for their work.

**c. Annual Dinner Journal Sales**

Ms. Barry announced that the Annual Dinner Journal generated \$76,900.00 in revenue for the COAP Program.

EC13 — M — 7  
**Recruitment and  
Retention**

She also announced that this was an area of focus for the Society for the next few years. Ms. Barry added that she was revamping the membership department to increase recruitment and retention, and that she would be adding a new position to focus on chapter recruitment and retention, as well as a new position in marketing.

Ms. Barry then gave the Executive Committee an overview of some events being held to increase participation in the Society and to increase recruitment and retention.

EC13 — M — 8  
**Executive Session**

No Executive Session was held.

EC13 — M — 9  
**Adjournment**

Ms. Marino thanked Mr. Kirkland for the opportunity to serve as Vice President of Chapters, and wished Mr. Adair luck for his presidency. Mr. Adair thanked Mr. Kirkland for his work and dedication to the Society.

Mr. Adair moved to adjourn the meeting, and Mr. Altman seconded the motion. There being no objection, the meeting adjourned at 10:23 a.m.

Respectfully submitted,

F. Michael Zovistoski  
Secretary/Treasurer