Ohio Chapter, Association for Accounting Administration
July 20, 2007 Meeting

The July 2007 meeting of the Ohio Chapter, Association for Accounting Administration was held at the OSCPA office in Dublin, Ohio on July 20, 2007.

The following members were in attendance:

Kelly Bates	Schlabig & Associates, Ltd.	Akron, OH
Tammy Boring	Snyder & Company	Lancaster, OH
Paul Fellinger	Shriver & Co.	Cincinnati, OH
David Hill	Arnett & Foster, PLLC	Charleston, WV
Michelle Johnson	Martinet, Martinet & Recchia, Inc.	Willoughby, OH
Allen Lloyd	Norman, Jones, Enlow & Co.	Columbus, OH
Kim McNeal	Parms & Company LLC	Columbus, OH
Kim Miller	Hall, Kistler & Company, LLP	Canton, OH
Bev Rench	Thorn, Lewis & Duncan, Inc.	Dayton, OH
Anna Sary	Zinner & Co. LLP	Cleveland, OH
Jeff Shumway	Battelle & Battelle, LLP	Dayton, OH
Kim Tanner	Whitcomb & Hess, Inc.	Ashland, OH
John Tokar	Zinner & Co. LLP	Cleveland, OH

Presentation

This meeting's presentation was **"Time Mastery"** presented by James A. White, Sr., of Performance Consulting Services.

Business Meeting

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

Kim McNeal spoke on possible upcoming speakers and topics.

Anna Sary gave a summary of the National Conference.

David Hill spoke about the scholarship for next year's conference in Texas. David also reported on the leadership huddle at the National level. David then reviewed the nominating committee's list of new positions, which includes:

- President – Jeff Shumway
- Vice President – Kim Tanner
- Secretary – Barb Walker
- Treasurer – Tammy Boring
- Program Chair – Kim McNeal

The nominations were closed and this slate of officers for the 2007/2008 year was presented and approved.

Next Meeting

The next meeting will be held on Friday, September 21, 2007 at the OSCPA offices in Dublin.

Topics From Roundtable Discussion

1. Titles for Staff Accountants and Auditors
2. People losing offices when moving locations
3. Auditor hubs – security at clients
4. E-fax suggestions
5. Training programs
6. Tracking non-billable time
7. Employee development and advancement
8. Scheduling work loads
9. E-filing
10. Laptop purchases
11. Time banks
12. Recruiting suggestions
13. Go file room/CCH
14. Flex time
15. Alternatives for Citrix
16. Firm Administrator professional development