



\$ The Bottom Line \$

The St. Paul Chapter

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Please Keep in Touch!!

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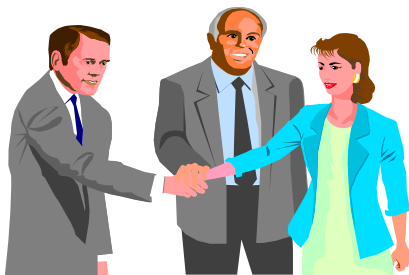
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President's Message

Our new meeting year began on September 23, 2003 with a terrific meeting with the Minneapolis Chapter at the Double Tree in St. Louis Park. The speaker was Dave Ripka, VP-Controller Xcel Energy and Dave chose "Corporate Governance" as his very timely topic.

The October meeting is rapidly approaching. We will meet at the Embassy Suites in downtown St. Paul on Tuesday evening, October 21, 2003. This will also be a joint meeting with the Minneapolis chapter, and we are happy to host this event. This will be a very special event as our guest speaker will be Dr. Debashis Ghosh, Ph.D. from Ernst & Young. Dr. Ghosh will review the results of important surveys sponsored by E&Y including the "2003 Survey of Management Accounting" and the results of the "2003 Best Practices Survey." You don't want to miss the chance to hear Dr. Debashis Ghosh. Our November dinner meeting will be the first of our St. Paul Chapter only meetings. Dr. Bette Fricke will be our guest speaker and Bette selected the topic "That's a Good Question" which reviews listening and questioning skills. We will hold the November dinner meeting at Toby's on the Lake, near the 3M headquarters on Century Avenue off of Interstate 94.

Your board of directors has worked hard to put together a strong meeting schedule filled with great speakers on timely topics pertinent to all IMA members. I hope you will make every effort to attend at least one or two of these great meetings. We have numerous activities planned for the new year and I invite you to check our website to read all the most current news on our planned activities. Visit our website at <http://www.stpaul.imanet.org> then send us a message and tell us how we can make our website better.

We will once again support AccountAbility Minnesota, a non-profit organization offering personal income tax preparation services at no charge to low income individuals and families. This very worthwhile organization needs our help, and we are happy to participate. I hope that this upcoming tax year we will be able to host an "IMA Night" where we staff one of their tax preparation centers with IMA volunteers for one evening. Please look for more information about AccountAbility Minnesota in our upcoming newsletters, and consider volunteering a couple of hours toward this wonderful cause. Look for additional seminar offerings soon. We will be planning additional seminars designed to present the most current information on the most timely of topics, delivered by the most knowledgeable presenters available. You will develop professionally, and earn needed CPE credits.

We will be making announcements soon concerning our initiative and efforts to establish the only instructor led CMA review course in the Twin Cities area. Your chapter board is working hard to make the St. Paul Chapter one of the finest chapters in the IMA. Your support is needed and appreciated. Please consider becoming a board member and take advantage of leadership opportunities to help us remain one of the best chapters in the IMA.

We hope all of our members will be able to attend at least one of our activities, and hopefully all of them. The chapter exists to serve the needs of our great members. We need your support to be able to continue to provide our members with the services and activities they need to maximize the value of their IMA memberships.

Leo Philben, President 2002 – 2004,
St. Paul Chapter, IMA

St. Paul Chapter Hosted ~ November Dinner Meeting ~

Tuesday, November 18, 2003

Special Event - Past Presidents Recognition Night

Social 5:30 p.m. and Dinner & Presentation 6:00 p.m.

“That’s A Good Question!”

**Featured Speaker:
Elizabeth Frick, Ph.D., “The Text Doctor”**

**Spend a fun, engaging hour exploring
Questioning and Listening Skills
Learn how to generate questions;
How to listen and probe for more information; and
How to overcome Midwestern shyness
about asking questions**

**Register no later than Friday, November 14th
E-mail registration to Dave Evenstar: dbevenstar@mmm.com
or call (651) 773-6731 \$25.00 On-site registration \$27.00**

Location and Parking:

Meeting will be at Toby’s on the Lake–St. Paul
249 Geneva Street North
Just North of 94 off Century Ave exit (651) 739-1600

The St. Paul Chapter September Board Minutes

Call to Order

Leo Philben called the meeting to order at 4:30 pm, Tuesday, September 23, 2003 Double Tree in St. Louis Park.

Attendees

Andy Benjamin, Cathy Healy, Wendy Degler, Jim Seitz, John Stephani, and Leo Philben.

Members Absent

Dave Evenstar, Shahla Dreyer, Seth Hilgert, Tripp Parker, Michael Wahowske, and Dave McMahon

Secretary's Report

Leo Philben furnished a copy of last month's meeting minutes to all board members. After review by the members, there were no objections to adopting the meeting minutes into chapter records.

Treasurer's Report

Andy Benjamin presented the August 2003 financial report to the board members. After review and discussion by the board members, there were no objections to approving the Treasurer's report into the permanent chapter records, minus the comparison to a "yet to be approved" annual budget. Leo Philben asked the board members to review an expanded cost analysis of the 2002 – 2003 monthly dinner meetings. As one method to promote new membership growth, the board approved opening monthly membership dinner meetings to non-members beginning in November 2003. Non members would be welcomed to attend our monthly dinner meetings, but at a rate equal to \$5 per person higher than the member attendance rate. In this way we preserve the "benefits of membership."

The decision to invite non-members to attend our monthly dinner meetings opens a "window of opportunity" to advertise our monthly dinner meetings (beginning with the November 2003 dinner meeting) in the business sections of the Minneapolis and St. Paul papers at no charge to the chapter. As a public service, the two papers promote local activities of not-for-profit organizations in the business sections with free advertising. As a result of these changes, increased attendance at monthly dinner meetings is anticipated, as well as increased meeting revenue, thus postponing the need to raise member attendance rates.

Additionally, the board approved the institution of the "Chapter Bucks" initiative. "Chapter Bucks" are coupons worth \$5 off attendance at a future seminar. One "Chapter Bucks" coupon will be give to members who attend monthly dinner meetings (one per each meeting attended), for referring new members upon their joining the St. Paul Chapter, upon renewal of their membership, and in conjunction with any additional incentive program.

Administration Report

John Stephani reported that communication with Montavale indicated that we were current with all required correspondence and reports.

Membership Report

No update was available.

Education and Speaker Schedule Update

Wendy Degler provided an update of the monthly dinner meeting schedule. Wendy indicated that the regular communications and advertisement of our monthly meetings had not occurred this month. Dave Evenstar's computer at work went down, and none of the usual correspondence had gone out.

Communications Report

The web site continues to be updated with current information, as well as recurring sponsorship. A back up communications capability needs to be developed to ensure monthly newsletters go out to the membership, as well as monthly dinner meeting reminders. Wendy Degler indicated that the marketing promotion for the August seminar went out three times under the subject heading: “RE Monthly Newsletter” and this may have contributed to a low turnout for the August seminar..

New Business

The 2003 – 2004 Chapter Budget was approved and given to Andy Benjamin.

Jim Seitz discussed the plans for the board social outing. He will make dinner reservations at Ichiban’s Japanese Steakhouse in Minneapolis for Saturday, October 4, 2003 at 7:30 pm. Jim will send a message to all board members who previously indicated they will attend the board social event.

Leo Philben indicated that he will attend the upcoming Regional Council Meeting on Saturday, October 12, 2003 in Duluth. He asked other board members planning to attend to forward their names to him.

Leo Philben reminded the members that we want to increase our level of support and activity with AccountAbility Minnesota, and we should begin recruiting members to donate time and money toward this event. We hope to have an “IMA” night in one of the AccountAbility Minnesota tax preparation centers sometime during the upcoming tax season. This will allow all tax preparations that evening to be accomplished by IMA members.

Next Meeting

The next chapter board meeting will be held on Tuesday evening, October 21, 2003 beginning at 4:30 at the Embassy Suites in Downtown St. Paul.

Meeting Adjournment

There were no objections to adjourning the meeting. The meeting was adjourned at 5:30.

Leo Philben
President and Secretary (2002-2004)
Board of Directors
IMA – St. Paul Chapter

Bottomline News

The Bottomline monthly newsletter is available to our members **electronically** this year on our website <http://www.stpaul.imanet.org>. **Those members who receive the newsletter by mail will have to let me know if they still want to continue receiving it by mail. If I do not hear from you, you will be dropped from the mailing list.** cathy_healy@hotmail.com or 612-719-8091.

Member Information Updates

If you have a change in employer, address, email, or other member information, **please make the change on the National IMA website** www.imanet.org. All changes will be forwarded to our chapter. If you have questions about how to update your information on the National Website, please contact Cathy Healy 612-719-8091 or cathy_healy@hotmail.com. Updating the website is extremely helpful to the chapter, since we

are **spending printing and postage costs to mail newsletters and rosters to those members that have not put their email address on the National website.**

Newsletters are available on our chapter website go to the National website select chapters and councils then select St. Paul Chapter. This will bring you to our website. Check it out. <http://www.stpaul.imanet.org>.

AccountAbility Minnesota -- Help Ease the Burden of Tax

AccountAbility Minnesota is looking for a few good volunteers! If you are a number lover and would like to use your skills to help individuals and families complete their tax returns, consider becoming an AccountAbility Minnesota Volunteer. Training provided. Free CPEs available for completed training. For more information call Kurt Zilley, 651-287-0187, email kzilley@accountabilitymn.org or visit www.accountabilitymn.org

How do I become a Tax Assistance Volunteer?

AccountAbility Minnesota is a nonprofit organization dedicated to providing tax preparation assistance to individuals and families with limited resources. Dedicated and skilled volunteers provide the majority of our services.

Contact AccountAbility Minnesota

We have opportunities for volunteer tax preparers, reviewers, and site assistants. You do not need to do taxes to volunteer. We would love to talk with you about volunteer opportunities!

Register for Training and Volunteer Dates

Training and volunteer registration materials are mailed in early December. Tax sites are located throughout the Twin Cities area. Some sites use computers to prepare returns, other locations prepare paper returns only. Tax sites, dates, times and training class information is included in the registration materials. Free CPEs are available for completed training. Select your training, volunteer dates and locations and return registration materials to AccountAbility Minnesota. We will send you a schedule confirmation to verify your training and volunteer selections.

Attend tax training

New tax preparers attend free federal and state tax training classes. Classes are held at various locations throughout the Twin Cities area on weekday evenings and Saturdays in January. Total training time for tax

preparers are 12 hours. If you would like to volunteer at a computerized tax preparation site an additional 3 hours of training is required. Site assistants participate in a 2-hour orientation and work closely with site managers.

Volunteer

Volunteer at your scheduled sites and dates to help low-income individuals and families complete their tax returns. Tax sites are open weekday evenings and Saturday mornings from February 1-April 15. Expect to help for about three to four hours each time you volunteer. We ask volunteers to work a minimum of 5 shifts, or about 15 - 20 hours, during the tax season. Volunteer more hours if your schedule allows.

All tax sites have a manager who is available to answer questions and to review all completed tax returns. Specific information on AccountAbility Minnesota tax site procedures is available at training classes.

From the President:

AccountAbility Minnesota is an extremely worthwhile organization, and the St. Paul Chapter will continue to support their activities. Our Chapter Treasurer, Andy Benjamin, was recently honored for his long and faithful service to AccountAbility Minnesota. We congratulate Andy, and challenge others to find some small way to do something special for someone who could never pay them back for their kindness.



IMA Schedule—2003-2004

| Date | Chapter | Special Event | Speaker | Topic | Location |
|-------------|----------------|----------------------------|---|---|-----------------------------|
| November 18 | St. Paul | Past President Recognition | Bette Frick, PHD - The Text Doctor | “That’s a good question” | Toby’s on the Lake |
| December 9 | Minneapolis | | Karen Anderson | Better Business Br | Doubletree – St. Louis Park |
| January 22 | St. Paul | New Member Night | Panel of Financial Execs from early adopting companies | Accounting for Options-Expensing Treatment | Toby’s on the Lake |
| February 19 | St. Paul | Student Night | CFO/Controller – Red Cross | Not for profit accounting | St. Paul Grille |
| March 24 | Minneapolis | | Mark Thomas-Ballistic Recovery Systems | General Aviation Safety Industry | Doubletree – St. Louis Park |
| April 20 | St. Paul | Bring a Guest | Dr. Art Rolnick, Sr. VP- Director of Research Federal Reserve | Regional economic indicators and economic outlook | Radisson, Roseville |
| May 18 | St. Paul | Sponsors Appreciation | Karin Johnson – Aspire Consulting | Staying productive & positive in a changing environment | Doubletree – St. Louis Park |
| June 26-30 | Chicago | | 85 th Annual IMA Conference | | Downtown Hyatt Regency |

INSTITUTE of MANAGEMENT ACCOUNTANTS

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