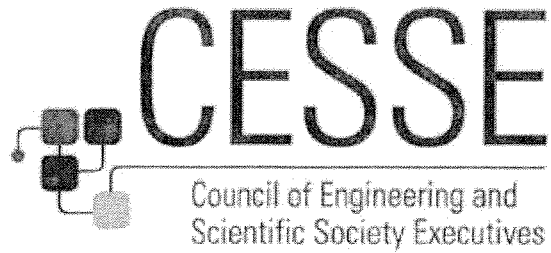


Fall 2008 CESSE F&A Meeting  
Attendees  
October 8 - 10, 2008

30	Last Name	First Name	Title	Organization	Phone	Fax	email
	Barnes-Hogg	Rebecca	Director, Human Resources	American Geophysical Union	202-777-7410	202-777-7390	<a href="mailto:rbarnes-hogg@agu.org">rbarnes-hogg@agu.org</a>
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	McNee	Michael	Principal	Marks Paneth & Shron			

*Speakers*



**CESSE Finance and Administrative Committee  
October 8-10th Meeting Agenda**

**Hosted by  
NACE International**

**San Antonio Marriott Rivercente**

Wednesday, October 8th

Afternoon      Golf Outing

7:00 p.m.      Group Dinner – Meet in hotel lobby at 7pm.

Thursday, October 9th

7:30 a.m.      Breakfast

8:00 a.m.      **Opening / Introductions** – Donna G. Halstead, *Cesse F&A Chair, American Concrete Institute*

8:15 a.m.      **Retirement Plan/403(b) compliance in '09.** *Session Chair Amy Dufrane, Optical Society of America.*

The presentation will address the latest information regarding the new regulations including, how to prepare for a visit from the IRS, review of the three major components of the regulation (contributions, plan design, distributions), myths about the regulations, enhanced fiduciary role of employers, roadmap for information sharing between vendors, new 5500 rules, and much, much more.

Michael Rhim is a principal with PRM Consulting Group, and leads the company's defined contribution area. He has more than 20 years of experience in the 403(b) industry working with nonprofit organizations on plan design, compliance, employee education, audits and investment reviews. Prior to PRM, Michael served as regional vice president for TIAA-CREF. He is the former Washington DC Chapter president of CEBS.

See how other Cesse Societies train their new board members. What should and shouldn't be included. See presentations from other Cesse societies

9:30 am Break

9:45 a.m. **990 "The Sequel" Session** *Chair Michael Weis, American Society of Mechanical Engineers*

Marks Paneth & Schron LLP, present what associations are doing regarding the new changes/requirements on the 990. What you don't do, can make you an audit target.

11:45 am Lunch

12:45 p.m. **Best Practices in HR Compliance** *Session Chair Kay Pulchine, American Society of Civil Engineers*

In addition to helping us exercise due diligence and ensure compliance, HR audits can help align HR practices with business objectives and improve our ability to measure the impact and results of HR activities. In this session, we'll talk about some current HR auditing techniques and how to develop an HR audit plan, and we'll identify key audit areas and critical components of an HR audit.

2:30 p.m. Break

2:45 p.m. **Roundtable & Program Planning Spring F&A - Orange Beech Alabama** *Session Chairs: Donna Halstead, Sherry Render, Joseph Ignacio and Tammy King-Walsh*

Interactive discussion of problems, issues, benchmarking and best practices that societies face. Program planning for sessions at the spring meeting. Sessions cover Finance, Human Resources, Funding Raising and other management topics.

4:15 p.m. **Project Accounting** – *Session Chair Brad Ferguson, SPIE*

Come and see different societies project accounting systems. Learn what problems they encountered and how those were resolved. Panelists from ACI, NACE and SPIE

7:00 p.m. Group Dinner. Meet in hotel lobby at 6:30pm.

Friday, Oct 10th

7:45 a.m. Breakfast

8:30 a.m. **Wait! The Murderer has the Keys to the Office (Best and Worst Practices in Recruiting)** - *Session Chair Pete Bowen, American Society of Civil Engineers*

Come join us for a candid discussion concerning the good, the bad, and the ugly side of recruitment, selection, and reference checking. Panelists will share successes and failures of recruiting in the 21st century information age.

10:00 a.m. Break

10:15 a.m. **Timesheets/Time & Attendance** - *Session Chair Kay Pulchine, American Society of Civil Engineers*

Paper v. electronic timesheets -- An open discussion on some of the different electronic timesheet systems available and their compatibility with HRIS systems, the advantages of an electronic format, and some of the things to be aware of in making a transition from the traditional paper system.

12:00 Noon Lunch / Adjourn