

Board of Accountancy (BOA)
Executive Committee Meeting Report

Date and Location: November 15, 2005 in the BOA Offices (Suite 378) at the 3600 West Broad Street Building, Richmond, VA 23230

Those present: Jane M. Little, CPA, Stephen D. Holton, CPA, Nancy Feldman and Mark D'Amato

Convened at: 8:50 a.m. in the BOA Offices

Call to Order: Ms. Little

Public Comments: No members of the public were present.

Agenda: Approved unanimously.

The Committee discussed the following items:

Strategic Planning Session: The Committee reviewed the progress, and identified how to proceed, on the key objectives in the session report assigned at the October meeting for further development. Ms. Feldman was asked to provide the members with the vision and long term objectives of the Governor, which would be incorporated into the Board's strategic plan.

Board Handbook/Guide: The Committee discussed the organization of the handbook, and assigned to Ms. Feldman the task of drafting the Board and Board member duties, along with the contents of the handbook. Ms. Feldman is also drafting detail strategies and measurements for objectives identified at Board retreat for discussion at the next committee meeting.

Education Requirement: The Committee discussed a proposal about the 150-hour education requirement (effective on July 1, 2006) that would involve the additional 30 hours being composed of a mix of education and experience; this option would be addition to the current one of 30 hours of education. The Committee agreed to craft language about this proposal so that the Board could discuss the matter at its December 13th meeting.

Future Meetings: The Committee scheduled two additional meetings to continue its discussion of these items and to finalize information for review by the Board. Meeting dates are Monday, November 28, 2005, and Thursday, December 1, 2005; both meetings will begin at 8:30 a.m.

The Committee members signed Travel Expense Vouchers.

The meeting was adjourned at 10:45 a.m.

Jane M. Little, CPA
Chairman, Executive Committee
Board of Accountancy

Date