

AGA
Government
Accounting
Summer
Review Series

*All Classes Will Provide
Technical CPE*



**ALBUQUERQUE
and NEW MEXICO
CHAPTERS**

Series Classes

Year End Closing Procedures

This class will review what is required to close out the year, including grant reconciliation, accounts payable, the recording of receivables, inventory observations, and PP&E year end procedures.

This class is not a replacement for the Financial Control Department's Year End Closing Meeting.

Who Should Attend: Staff through CFO

Instructors: Angela Hernandez
Bryan Maestas, CGFM
Javier Machuca, CPA, CGFM
Mike Mulligan, CGFM

Location: Runnels Building

Wednesday, May 6

9:00 am - 11:00 am

What is an Audit...Really?

This class will discuss the importance of PBC Schedules, SEFA, Single Audit, I/S Schedules, Findings, and the Data Collection Form, and explain how they all fit together to complete your annual audit.

Who Should Attend: Anyone involved in the audit process.

Instructors: James Chadburn, CPA
Javier Machuca, CPA, CGFM
Ricky Bejarano, CPA

Location: Runnels Building

Tuesday, May 26

1:00 pm - 5:00 pm

How to Read Basic Financial Statements

This in-depth, interactive class will take you, step-by-step through a set basic government financial statements, explaining which numbers tie and why as well as modified vs. full accrual reconciliations.

Who Should Attend: Staff through CFO

Instructors: Donna Trujillo, CPA
Raul Anaya, CPA, CGFM

Location: Runnels Building

Wednesday, June 10

1:00 pm - 5:00 pm

State Treasurer's Office Banking Operations

This class will explain what banking functions the State Treasurer's Office performs.

Who Should Attend: Anyone associated with revenue, receivables, or payables and reconciliation of those accounts.

Instructors: Mark Valdes
Victor Vigil
Georgie Ortiz, CPA, CGFM

Location: Runnels Building

Wednesday, June 17

2:00 pm - 4:00 pm

* Speakers Subject to Change *

Series Classes

How to Book Debt

This class will show you how to prepare debt schedules associated with capital projects/capital outlay, discuss the difference between general and severance tax bonds recording and reconciliation, and how to tie ending balances to bond issuers. We will also direct you to the best contacts for additional information.

Who Should Attend: Anyone with duties associated with the recording and reconciliation of debt.

Instructors: Robert Cordova, CPA,
James Hartogenesis, CPA,
Janet Pacheco-Morton, CPA, CGFM

Location: Runnels Building

Wednesday, July 1

9:00 am - 11:00 am

How to Pull Information from SHARE

What hidden treasures lie in SHARE's reporting system? This class will show you how to access information for the auditor's PBC's and monthly reconciliations. It will also describe year-end AP deadlines and the effect on the financial statements and fund balance when the auditors find additional AP after the deadlines.

Who Should Attend: Staff through CFO

Instructors: Yvonne Herrera
Bryan Maestas, CGFM
Matt Bone

Location: Runnels Building

Wednesday, July 8

1:00 pm - 5:00 pm

Series Information

Class Fees:

4-hour Classes: \$30, includes afternoon snack

2-hour Classes: \$15

Reserve your space with Marla Gorena at
505.222.3510 or mgorena@meyners.com

Other Important Dates

- **May 13:** AGA NM Chapter Audio Conference
Ethics in the Workplace
- **May 18 - 20:** New Mexico Society of CPA's
Government Finance Experts Cluster
- **June 21- 24:** AGA National Professional
Development Conference

Since its inception in 1994, the CGFM has become the standard by which government financial management professionals are measured. Its education, experience and ethics requirements have served to elevate the most seasoned financial professionals.

This designation is already recognized as a professional standard. Each year, more and more federal agencies and state and local governments are realizing the value of the CGFM and are formally embracing the designation. It is often listed as a preferred hiring qualification on federal RFPs. The Institute of Internal Auditors (IIA) Board of Regents has also recognized the CGFM. It is accepted as a waiver for part IV of the CIA examination.

For more information, visit

<http://www.agacgfm.org/cgfm/whyearn/>



The Association of Government Accountants (AGA) supports the careers and professional development of government finance professionals working in federal, state and local governments as well as the private sector and academia. Founded in 1950, AGA has a long history of being the thought leader for the government accountability profession. Through education, research, publications, certification and conferences, AGA reaches thousands of professionals and provides more than 100,000 continuing professional education (CPE) hours annually.