



**AMERICAN SOCIETY OF MILITARY COMPTROLLERS**  
**ASMC Washington Chapter: P.O. Box 16237, Arlington, VA 22215**

**EXECUTIVE BOARD (EB) MEETING MINUTES**

**Thursday, January 5, 2017, 1200-1300**

Call-in: 571-372-4600 Participant Pass Code: 76225#

1. Approved December Minutes with Annotations
2. Review Calendar for 2016/2017 term – edits requested via email before next EB
3. *Focused* Committee Discussions:
  - a. Awards – timetable due to Chapter (27 Jan) and National (31 Jan) and process (email to follow)
  - b. NCR PDI Committee –
    1. FY 2017 NCR PDI near 800 registrants. Registration will be closed at 1500; chairs should get the word out (provides 7 CTE credits, free for ASMC members);
    2. Strong corporate sponsorships, circa 15% increase over FY 2016;
    3. Program coming together w/caveats for change of administration impacts; tax-free this year;
    4. We need double volunteers from last year.
  - c. Luncheon Committee –
    1. No specific update on corporate tables to aid budget; hope to address a pilot pricing discounts in the coming weeks with a start in July;
    2. Proposals to reduce monthly funding deficits:
      - a. Graduated pricing based on rank;
      - b. Early Bird discounts; penalty pricing was tried in the past with no major impacts and increased administrative challenges;
      - c. Purchase of Term number of seats for the year with slight discount.
      - d. General discussion:
        - i. Challenge of current deficit for pricing; depends on our purpose in holding the luncheons (for CPEs, networking, vs. revenue); structural losses vs. contractors who are 70% of attendees; their ability to write-off costs while feds cannot; comparison of corporate sponsorship with other events important to the Chapter;
        - ii. Leadership attendance denotes value; attendees will follow (as seen each month based on hosts); reestablish the professional value of the association across-the-board; corporate will always be in attendance; national board meeting discussed the lack of time allocated for attendance which is contrary to DoD policy;
        - iii. Networking opportunities important especially for younger members and attendees, generating excitement;
        - iv. Speaker drives turnout with how universal the topic as opposed to service-specific topics, combined with difficulty in taking time out of day;
        - v. What events cost vs. events that make money for Chapter; analyze numbers for and discuss the purpose of each for membership; decisions best if based on analysis, with senior executive attendance key.
  - d. Training Committee –
    1. Update on way ahead needed to provide members training in more cost effective manner;
      - a. Resources needed to sponsor two more mini-courses by MCI;

- i. For 12-19 students, cost is \$9K; for 30 students, cost is \$9.8K;
    - b. Survey monkey for membership and training needs EB feedback by next week on proposed questions;
    - c. Using DoD training would require payment of TDY and facilities – late Apr or Jun;
    - d. Syracuse U willing to provide training to members with TDY costs for instructor and facility;
    - e. Good turnout in Nov course;
    - f. General discussion:
      - 1. Limited virtual training options and joint training is a factor; need survey feedback to go forward and either schedule training via MCI or DoD later in summer;
        - i. CFO Academy at NDU– no enthusiasm;
        - ii. DAU at Belvoir not an option as govt employees may affect space;
        - iii. CPE vs. initial certification; possible to conduct webinar for basic certification, and have senior leadership participate in a webinar.
  - e. Scholarship Committee –
    - 1. Revised Chapter policy to offer 1-year vs. multi-year scholarships was provided to the auditors, and included objectives, eligibility, criteria for selection and approval process, oversight, records, and timeline;
    - 2. Motion to support 1- year scholarships for ASMC members only instead of high school students, with no minimum membership time period was approved.
4. Treasurer’s Report –
  - a. Budget and Financial Statements were presented;
    - 1. Reduction of cash reserves by \$49K since 1 Jul 2016; planned further budget reduction of \$27K through the end of the year;
  - b. Taxes for 2016 completed and submitted to the audit chair for approval before submission to the IRS;
  - c. EB reminded to use the tax exempt forms to save funds;
  - d. EB voted to increase the capitalization threshold to \$5,000 for sundry items;
  - e. Approved membership funding for \$250-\$500 for Wreaths clean-up 28 Jan 2017 sponsored by Young Professionals.
5. Committees
  - a. Audit Committee (*tabled*)
  - b. CDFM and Other Certifications – Welcome to new Chairperson, Mr. Dick Reed
  - c. Outreach and Publicity –
    - 1. Membership – (*tabled*)
      - 1. Luncheon Schedule Reminder
        - a. January 19 – USMC – Ms. Ann-Cecile McDermott, Asst Deputy Commandant of Programs & Resources and Fiscal Director of the USMC
        - b. February 16 – USCG – RDML Andrew Tiongson, Asst Commandant for Resources and CFO
        - c. April 20 – Corporate – need speaker
        - d. May 18 – DoD – need speaker
        - e. June 15 – Army – need speaker
        - f. Early Careerist Activities – (Mr. Olden)
          - i. Wreaths Clean-up at Arlington National Cemetery Women’s Memorial 28 Jan 2017; flyer to be emailed.
      - 3. Membership –

- a. Reminder of email updates for all chapter members for National ASMC database – service VPs
  - b. Analysis of Chapter trends is needed to improve future outlook will be discussed separately.
- 2. Community Service – *(tabled)*
- 3. Newsletter – Reminder of the next publication date of 4 JAN – Due outs required ASAP.
- 4. Webmaster – *(tabled)*
- 5. Competition –5-Star status changes planned
  - 1. Required annual increases to membership
- 6. New Business
  - a. Transition of ASMC Officers/Committees – need Standard Operating Procedures
  - b. FY 2017 Budget:
    - 1. Chairs to review strawman budgets
    - 2. Submit revised requirements and budget plan ASAP
    - 3. 2017 budget finalization schedule update
  - c. Audit Committee recommendations from 15/16 audit, new reports
  - d. Luncheon Committee –
    - 1. Review the written description of Luncheon Host for the Functions Statement;
  - e. Holiday Social – Need to stand-up a new committee to address lessons learned and explore alternatives for 2017 related to cost/benefit.
- 7. Vice President Reports and Write Ups *(tabled)*
  - a. ARMY (Cynthia Cook-Crippen/ Hairo Ortiz)
  - b. NAVY (Robin Farley/ Veronica Trent-Walton) – note that the USN will allow attendance at the 2017 PDI;
  - c. USMC (Jonathan Newell/Astrid Diaz)
  - d. Air Force (Benjamin Yarish/ Chantele Dow)
  - e. DoD (Cynthia Curry/ Greg Little)
  - f. USCG (Mark Sanchez/ Stacy Spadafora)
  - g. Corporate (Deb Delmar/Rita Finney)

## Attendance:

(X - in person / T - by telecon)

	Executive Board				Committees		
T	Mats Persson	President		T	Dick Reed	T&E	CDFM
	Krystyna M Kolesar	President-Elect			Wendy Pouliot	T&E	Awards/Essay Chair
T	Stacy Spadafora	Secretary		T	Jessica Stewart	T&E	Scholarship Chair
T	Steven Birk	Treasurer		T	Milford E. Thompson	T&E	Luncheon
T	Cynthia Curry	DOD VP		T	Jennifer Miller	T&E	Luncheon Host Liaison
	Gregory Little	DOD Asst Sec		T	Terry Placek	T&E	Training & Education
	Cynthia Cooks (formerly Crippen-Black)	Army VP		T	Deb Del Mar	PDI	PDI Chair
	Hairo Ortiz	Army Asst Sec			Veniceza "Vee" Critton	O&P	Competition
	Robin Farley	Navy VP		T	Jeff Norris	O&P	Community Service
	Veronica Trent-Walton	Navy Asst Sec		T	Dan Olden	O&P	Membership
T	Jonathan R Newell	USMC VP			Rocky Wilber	O&P	Photographer
T	Astrid Diaz	USMC Asst Sec		T	Michael Monson	O&P	Newsletter Managing Editor
	Benjamin J Yarish	USAF BP		T	Wayne Whiten	O&P	Webmaster
T	Chantele "Bug" Dow	USAF Asst Sec			David Zavada	Audit	Audit Chair
	LT Mark Sanchez	USCG VP					
T	Stacy Spadafora	USCG Asst Sec					
T	Debra Delmar	Corporate/Retired VP					
T	Rita Finney	Corporate/Retired Asst Sec					