



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

EXECUTIVE BOARD MEETING AGENDA

Thursday, June 6th, 2019, 1200-1300

Call-in: (605) 475-4700 Participant Pass Code: 759138#

1. Opening Remarks – President – Provided closing remarks for his last meeting as Chapter President and thanked everyone for all the hard work that done. Welcomed the new President – Ms. Ferguson.
2. Approval of May Minutes – Distributed to the board on 5/13/2019, updated version was distributed on 5/15/2019.
 - a. Motion to Approve – Ms. Placek
 - b. Motion to Second – Ms. Delmar
3. Calendar Review (*Secretary*)
 - a. Next EB meeting is scheduled for July 4th, would the board prefer the meeting be held on July 3rd or July 5th?
 - i. Motion to approve for July 3rd – Ms. Kuhfahl
 - ii. Motion to second – Ms. Placek
 - iii. Meeting will be held July 3rd.
 - b. August luncheon switch – DoD is requesting to switch the luncheon for August, can anyone switch with them?
 - i. If unable to switch, the luncheon date will be moved to August 8th (Monday) to accommodate speaker’s schedule.
 - ii. Possibly have corporate provide a speaker instead of changing the date.
 1. Motion to approve for corporate – Ms. Kuhfahl
 2. Motion to send – Dr. Farley
 - iii. Ms. Thompson provided further explanation that the requirement for the change of date came from the hotel and not the speaker’s schedule, therefore a switch is not required; Mr. Birk has confirmed the date of August 8th for Mr. Easton.

c. Luncheon/Holiday Social Calendar

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June	President's
2019-2020	Golf Tournament	DoD	Army	Navy	USAF	USMC	USMC	USCG	NCR PDI	DoD	Army	Navy	USMC
2020-2021	Golf Tournament	USAF	USMC	USCG	DoD	USCG	Army	Navy	NCR PDI	USAF	USMC	USCG	USCG
2021-2022	Golf Tournament	DoD	Army	Navy	USAF	USAF	USMC	USCG	NCR PDI	DoD	Army	Navy	USAF
2022-2023	Golf Tournament	USAF	USMC	USCG	DoD	DoD	Army	Navy	NCR PDI	USAF	USMC	USCG	DoD
2023-2024	Golf Tournament	DoD	Army	Navy	USAF	Army	USMC	USCG	NCR PDI	DoD	Army	Navy	Army
2024-2025	Golf Tournament	USAF	USMC	USCG	DoD	Navy	Army	Navy	NCR PDI	USAF	USMC	USCG	Navy
2025-2026	Golf Tournament	DoD	Army	Navy	USAF	USAF	USMC	USCG	NCR PDI	DoD	Army	Navy	USAF

4. EB Updates (*Secretary*)

- a. Election Summary
 - i. Veronica Trent – Navy - 17 votes
 - ii. Myrna Medina – Army – 17 votes
 - iii. Angela Flowers – Air Force – 17 votes
 - iv. Tim Kohlrus – Corporate – 16 votes
 - v. Please provide POC information to Ms. Shari Ritter
- b. Write-Ins Need Confirmation
 - i. Stella Whitsell – Coast Guard
 - ii. Ed Cocrame – USMC
- c. DoD Nomination – Charlie Morse
 - i. Need President’s approval
 - ii. Approved by Dr. Farley
 - iii. Scholarship chair is the only

Budget

5. Treasurer’s Report (*Col Handy*)

- a. Received chapter rebate from National - \$35K
- b. Starting to receive registration payments for golf tournament (not included in this year’s budget)
- c. Fiscal Year ends at the end of this month – 30 June

6. Audit (*Mr. Zavada*)

- a. Nothing to Report

Committee Information and Reminders

7. Training and Education

- a. Training (*Ms. Placek*)
 - i. No updates to report at this time.
- b. Luncheon (*Ms. Thompson*)
 - i. Need confirmation for August luncheon – Confirmed August 8th
 - ii. Only date that was available is the 8th or the 12th. –
 - iii. We will need to do a good job of publicizing the change of date.
Recommendation made to distribute flyers at the June luncheon, July newsletter, Website and Golf Tournaments in order to get the word out.
- c. Scholarship (*Vacant*)
 - i. Nothing to Report
- d. Awards (*Ms. Pouliot*)
 - i. Jennifer received 20 ASMC coins for our monthly guest speakers – enough for 2 years.
 - ii. Need confirmation if Rita will be at the monthly luncheon
 - 1. Will be able to attend

- iii. Need confirmation for the outgoing EB members that will be attending the luncheon
 - 1. Other than Rita, there are no outgoing board members.
- iv. Waiting on 2 trophies for outgoing secretaries
 - 1. Who is receiving the trophies and how to give it to them
- v. Need to know what to do with trophies that the winners fail to claim. Standard procedure was to make arrangements for members to attend one of our monthly luncheon to be presented their awards. After two follow on arrangements and failed attempts, trophies were mailed to the winners. I have two winner trophies from the ASMC NCR PDI – members were unable to attend the PDI. I made arrangements for them to attend two different luncheons and they failed to show up. Need to know what to do with the trophies. Handy mentioned having the Assistant Secretaries continue to make arrangements or deliver the trophies to the winners.
 - 1. Deliver to service secretaries
 - 2. Dan Olden can provide member's addresses so the trophies can be mailed to them.

8. Outreach and Publicity

- a. Competition (*Ms. Veit*)
 - i. Chapter has won the 5 Star Service Award again this year.
 - ii. Meritorious for Category A-1
 - iii. Excellent for Community Service
 - iv. Deb Delmar has recommended to Donna at HQ's to revamp process that is used to notify chapter leadership of awards during the PDI. We received the 5-Star rating, but there was no board member to accept the award as Information was not conveyed appropriately. The issue with HQ's and their process.
- b. Community Service (*Mr. Norris*)
 - i. June 13th 2019 – DC Central Kitchen
 - 1. https://www.washington-asmc.org/Community_Service.html
 - 2. July 17th 2019 – Food Drive at the ASMC/AGA Annual Golf Tournament
- c. Newsletter (*Mr. Monson*)
 - i. July newsletter inputs are due NLT June 30th.
 - 1. Will work with Ms. Ferguson for July President's introduction submission.
 - 2. Plan is to distribute the newsletter by the 2nd week of July.
 - 3. Points go towards 5 star rating
- d. Website (*Mr. Whiten*)
 - i. Bio's and terms need to be updated.

9. Corporate Update (*Ms. Delmar*)

- a. Final Accounting for NCR PDI
 - i. Increase in participation overall
 - ii. Down in corporate – Will reach out to see what happened.

- iii. Biggest increase in costs were for projector/multiple screens. This provided greater visibility of the materials and presenters in the conference rooms.
- iv. Mobil App – Not used this year, should be a credit for next year.
- b. Golf Tournament Update
 - i. Ahead in registration. Request to distribute the flyer to get full participation.
 - ii. Asking for volunteers
 - iii. Ms. Delmar – Really want to increase government participation. Encourage participation. Great fun day that everyone enjoys.
 - 1. Thanked Rita for many years of service on the board. Definitely a loss for the board.

10. Vice President Reports

- a. Army – nothing, will check with leadership for august.
- b. Navy – N/A
- c. USMC – Will check with John on Cocrame
- d. Air Force – Nothing to report
- e. DoD – N/A
- f. USCG – N/A

Attendance:

	Executive Board			Committees		
X	Robin Farley	President		Dick Reed	T&E	CDFM
X	Leslie Ferguson	President - Elect		Wendy Pouliot	T&E	Awards/Essay Chair
X	Raquel Kuhfahl	Secretary		Vacant	T&E	Scholarship Chair
X	Sharri Ritter	Secretary - Elect	X	Milford E. Thompson	T&E	Luncheon
	COL Todd Handy	Treasurer	X	Jennifer Miller	T&E	Luncheon Host Liaison
	Steven Birk	DOD VP	X	Terry Placek	T&E	Training & Education
	Vacant	DOD Asst Sec		Beverly Veit	O&P	Competition
X	Nicole McClenic	Army VP		Jeff Norris	O&P	Community Service
			X	Dan Olden	O&P	Membership
	Jane Roberts	Navy VP		Rocky Wilber	O&P	Photographer
	Veronica Trent-Walton	Navy Asst Sec	X	Michael Monson	O&P	Newsletter Managing Editor
	Jonathan R Newell	USMC VP	X	Wayne Whiten	O&P	Webmaster
X	Astrid Diaz	USMC Asst Sec		David Zavada	Audit	Audit Chair
X	Benjamin J Yarish	USAF BP				
X	Monique Anneker	USAF Asst Sec				
	LT Mark Sanchez	USCG VP				
	Stella Whitsell	USCG Asst Sec				
X	Debra Del Mar	Corporate/Retired VP/PDI				
X	Rita Finney	Corporate/Retired Asst Sec				

	Angela Flowers - Incoming USAF Asst Sec					
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Meeting adjourned 12:30