



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

**EXECUTIVE BOARD MEETING MINUTES**

**Thursday, 8 October, 2020, 1200-1300**

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

In Attendance:

Stephen Herrera	President
RDML Mark Fedor	President Elect
Dr. Ann Tipton	Secretary
Cynthia Hufty	Treasurer
Col Clay Pettit	Army Vice President
Myrna Medina	Army Assistant Secretary
Natalie Osgood	Air Force Vice President
Angela Flowers	Air Force Assistant Secretary
Debra Del Mar	Corporate/Retired Vice President
Mario Beckles	Scholarship Chair
Dr. Jennifer Miller	Luncheon Liaison/Host
Raquel Kuhfahl	Competition
Jeff Norris	Community Service
Wayne Whiten	Webmaster

1. Opening Remarks – President
  - a. Mr. Herrera reminded the team we were cancelling the Holiday Social in December, but that we would still push the community service events since the need still exists.
2. Administrative Matters (Secretary)
  - a. Monthly Minutes – Distributed to the board on 28 September 2020.  
Motion to approve – Ms. Kuhfahl  
Motion to second – Ms. Osgood
3. Calendar Review (Secretary)
  - a. November Luncheon - 19 November virtual, featuring Panel Discussion
  - b. Community Service Events - 2 December, Operation Gratitude  
4-6 December, Community Service Weekend
4. EB Updates dates (Secretary)
  - a. Officer Vacancies
    - i. USCG Assistant Secretary
  - b. Committee Vacancies - None
  - c. Service VPs – None (Extended term through Jun 22 in response to pandemic)

## **Budget**

5. Treasurer's Report (*Ms. Hufty*)
  - a. Given the COVID impacts on the events this year, Ms. Hufty is reviewing the approved budget and working the adjustments (cancel holiday party, no venue costs). **Open Item.**
6. Audit (*Mr. Zavada*)
  - a. NSTR

## **Committee Information and Reminders**

7. Training and Education
  - a. Training (*Ms. Placek*)
    - i. Provided flyers to the Board for dissemination for mini-courses in calendar year 2021.
  - b. Luncheon (*Ms. Thompson*)
    - i. Due to Ms. Thompson absence we did not get an update on how the venue may accommodate for COVID changes going forward. **Open item.**
  - c. Scholarship (*Mr. Beckles*)
    - i. Mr. Beckles reminded the team to get the word out on our scholarships, he noted that tuition assistance funds are stretched thin this year so our scholarships could provide a gap fill to our members.
  - d. Awards (*Mr. Writer*)
    - i. Mr. Writer updated the team that award nominations are coming due and we need to tighten up criteria. Per Mr. Writer, we need to verify who in the group awards are eligible because there may be team members who do not reside in the NCR. Mr. Herrera did not have issue with individual team members residing outside the NCR, because often people are brought into the NCR to augment teams and provide assistance during increased operations. There was discussion that individuals do need to reside in the NCR to be eligible for individual awards but do not need to be ASMC members. Ms. Delmar voiced her concern that we should be looking to Chapter membership for individual awards, but Mr. Writer reiterated that there has never been a membership requirement to be nominated for awards. Mr. Herrera identified that by not limiting awards to members we are recognizing superior performance in our field and may encourage participation by non-members. Ms. Placek noted that the Services often have separate FM awards programs and many of the individuals who are nominated for those awards often qualify for ASMC awards as well. Mr. Writer closed by saying the awards nomination call will be on 1 December and are due 31 January, he noted we often have to ask for an extension and would like to do a better job getting nominations in on time. **Open Item.**

## 8. Outreach and Publicity

- a. Competition (*Ms. Kuhfahl*)
  - i. Ms. Kuhfahl reminded the team that published articles by Chapter members, should be sent to her if their bio associated with article identifies their membership to the Chapter.
- b. Community Service (*Mr. Norris*)
  - i. Mr. Norris noted the September event was a success with 18 people participating. He reminded the team we have a 2 December event, Operation Gratitude and a weekend event 4-6 December. He encouraged the team to ask members to provide pictures and/or articles on their experiences. Mr. Norris will provide an announcement which includes some web-links to offer some options to members.
- c. *Membership (Mr. Olden)*
  - i. Mr. Olden briefed the monthly membership which is a net increase.
- d. *Newsletter (Mr. Monson)*
  - i. Dr. Tipton on behalf of Mr. Monson reminded the team he needed all newsletter items by 31 October. **Open item.**
- e. *Website (Mr. Whiten)*
  - i. Mr. Whiten let the team know he helped out the Rio Grande Chapter with successfully conducting virtual meetings. Additionally, he passed along the ASMC National was considering how non-members could be charged for virtual attendance, however for our Chapter the vast majority attending the virtual luncheons are members. Mr. Herrera did not see any benefit to trying get non-members to pay considering the extremely low number that attend.

## 9. Corporate Update (*Ms. Delmar*)

- a. Ms. Delmar provided an update on the PDI, she expects it will be a combination of in-person and virtual events. She is working with the venue and will provide updates on planning and financial implications as the information comes available.
- b. Ms. Delmar reminded that the November luncheon will be a panel discussion on the early careerist program led by Cody Ferguson.

## 10. Vice President Reports - NSTR

- a. Army
- b. Navy
- c. USMC
- d. Air Force
- e. DoD
- f. USCG