



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

EXECUTIVE BOARD MEETING MINUTES

Thursday, 07 January, 2021, 1200-1300

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

In Attendance:

Stephen Herrera	President
Dr. Ann Tipton	Secretary
Cynthia Hufty	Treasurer
Charles Morse	DoD Vice President
Yelena Baker	DOD Assistant Secretary
Col Clay Pettit	Army Vice President
Jane Roberts	Navy Vice President
Shari Ritter	USMC Vice President
Sylvia Chapman	USMC Assistant Secretary
Natalie Osgood	Air Force Vice President
LCDR Mark Sanchez	USCG Vice President
SK2 Xavier Palmer	USCG Assistant Secretary
Debra Del Mar	Corporate/Retired Vice President
Chris Stockel	Corporate/Retired Assistant Secretary
Jenny Lu	CDFM Liaison
John Writer	Awards/Essay Chair
Milford Thompson	Luncheon
Dr. Jennifer Miller	Luncheon Liaison/Host
Terri Placek	Training and Education
Dan Olden	Membership
Mike Monson	Newsletter
Wayne Whiten	Webmaster
Dominick Iacobucci	Alternate Webmaster

1. Opening Remarks – President
 - a. Mr. Herrera welcomed the team and new members, SK2 Xavier Palmer the new USCG Assistant Secretary, Jenny Lu the new CDFM Liaison and Dominick Iacobucci the new Webmaster (Alt).
2. Administrative Matters (Secretary)
 - a. Monthly Minutes – Distributed to the board on 4 January 2021.
 - Motion to approve – Ms. Osgood
 - Motion to second – Ms. Chapman

3. Calendar Review (*Secretary*)
 - a. January Luncheon - 14 January, The Honorable Mr. Edgar
 - b. Community Service Events - Upcoming in February
4. EB Updates dates (*Secretary*)
 - a. Officer Vacancies - None
 - 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. Ms. Hufty will provide financial reports via email when available.
6. Audit (*Mr. Zavada*)
 - a. NSTR

Committee Information and Reminders

7. Training and Education
 - a. Training (*Ms. Placek*)
 - i. Ms. Placek is looking for Board support to disseminate flyers for mini-courses in calendar year 2021, and promote training through outreach. The next courses will be 25, February with an enrollment suspense of 12 February and 22 April with an enrollment suspense of 9 April. Enrollment stats provided.
 - b. Luncheon (*Ms. Thompson*)
 - i. NSTR
 - c. Scholarship (*Mr. Beckles*)
 - i. Mr. Beckles reminded the scholarship suspense date is the end of January, and if would prefer the packages get in sooner than later. A reminder push came out in the last newsletter, but give the timing in the year Mr. Herrera expects submissions will come in immediately on or before the due date. He acknowledges there is interest at least in the Air Force.
 - d. Awards (*Mr. Writer*)
 - i. NSTR
8. Outreach and Publicity
 - a. Competition (*Ms. Kuhfahl*)
 - i. NSTR
 - b. Community Service (*Mr. Norris*)
 - i. The next volunteer opportunity will be 9 February another Transcription Event, given the positive feedback from the last on a good turn-out is expected.
 - c. Membership (*Mr. Olden*)
 - i. Mr. Olden briefed the monthly membership which is a net increase, which is common in the months before the PDI. .
 - d. Newsletter (*Mr. Monson*)
 - i. NSTR

- e. Website (*Mr. Whiten*)
 - i. Per the last meeting Mr. Herrera requested that Mr. Whiten, Dr. Miller, Mr. Monson and Ms. Delmar form a sub-committee to review options and report back the Team next meeting. Mr. Whiten is heavily engaged in the PDI and does not have bandwidth to take on the website project. Dr. Tipton asked that Mr. Whiten provide her information to get started and we will work to get the upgrade sub-committee moving out in the coming months. **(Open Item.)**

9. Corporate Update (*Ms. Delmar*)

- a. Ms. Delmar provided an update on the PDI, given the 100% virtual format there is still a great deal to be worked out. Enrollment will open mid-January and be part of the January newsletter w/email. Ms. Delmar will continue to update the Board on the Committees progress and where they need Board support. We will likely not have fidelity on Board engagement in the event until very close to the date of the PDI. **(Open Item.)**

10. Vice President Reports - NSTR

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