



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

EXECUTIVE BOARD (EB) MEETING MINUTES

Thursday, December 1, 2016, 1200-1300

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

1. Approved November Minutes
2. Reviewed Calendar for 2016/2017 term
3. Officers –New CDFM Chair – Mr. Dick Reed
4. Treasurer’s Report – tabled due to time constraints
5. Committees
 - a. Training – Ms. Terri Placek to provide survey questions to Executive Board (if less than 10 questions, the survey is at no cost)
 - b. Luncheons
 1. Corporate table sales – Ms. Deb Delmar had no updates due to other taskings
 - ii. Upcoming luncheon speakers:
 1. December – no luncheon
 2. January – USMC – Ms. Ann-Cecile McDermott, Asst. Dep Commandant of Programs and Resources
 3. February – USCG – Rear Admiral Andrew Tionson, Asst Commandant for Resources and Chief Financial Officer
 4. March – no luncheon
 - c. Scholarships – tabled due to time constraints
 - d. Outreach and Publicity
 - i. Membership – Discussion:
 1. There is a pilot program for the DC Chapter to attempt to reduce the 150 members/month loss rate and average age; Mr. Olden is soliciting VP assistance to contact branch members with lapsed memberships to advise of upcoming rate increases
 2. Membership communications via emails are a problem w/firewalls
 3. Obsolete emails
 4. Expired CDFMs of concern vis a vis competition with DoD FM Certification Program
 5. Mentorship as a means to increase membership
 6. Oct Happy Hour yielded seven new members (no alcohol subsidies in the future to limit Chapter liability)
 - ii. Community Service – Mr. Jeff Norris reported:
 1. Food Bank collections and funding success at the Holiday Social
 2. Toys for Tots also successful at the Holiday Social
 3. Statistics to be provided at Jan EB
 - iii. Newsletter – Mr. Monson reported:
 1. Reminder of due dates for newsletter inputs
 - iv. Webmaster – Mr. Whiten reported:

1. No NEW website for Chapter website as problem with access would still be an issue
 2. Will work with CIO's to obtain a white-listing
 3. Members need to remove the caution warning in Google Chrome
 4. Ms. Delmar asked for written instructions for members to access
 5. Ms. Curry recounted her negative experience sending emails from her private Verizon account
 6. 60% of Chapter emails are valid vs. only 10% of National ASMC emails
 7. Possible development of an ASMC application for cell phones? Costs?
- e. Competition – 5 Star Reports is adding annual increase to membership as a criteria for selection
 - f. NCR PDI Committee – tabled with reminder of 1 Dec registration opening
6. Vice President Reports - tabled due to time constraints
 - a. ARMY (Cynthia Crippen-Black/ Hairo Ortiz)
 - b. NAVY (Robin Farley/ Veronica Trent-Walton)
 - 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)
 7. New Business for January
 - a. Treasurer – We need a vote to approve increasing the capitalization policy from it current \$500 level to \$5,000. This would eliminate the need to capitalize and depreciate our PC. The only assets we have are the PC, projector and camera.
 - b. Training and Education Committee updates (survey)
 - c. Luncheon Committee updates
 - i. Need to assure that the new contract is done with the VA tax exempt letter included
 - ii. Possible to send CPE certificates via email?
 - d. Scholarship Committee updates and input to draft circulated
 - e. Review functional statements for revised treasurer functions
 - f. USCG – Post Holiday Social lessons learned and POA&M to be prepared

Attendance:

(X - in person / T - by telcon)

Executive Board			Committees			
T	Mats Persson	President		Dick Reed	T&E	CDFM
	Krystyna M Kolesar	President-Elect		Wendy Pouliot	T&E	Awards/Essay Chair
T	Stacy Spadafora	Secretary		Jessica Stewart	T&E	Scholarship Chair
T	Steven Birk	Treasurer		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
	Astrid Diaz	USMC Asst Sec	T	Michael Monson	O&P	Newsletter Managing Editor
T	Benjamin J Yarish	USAF BP	T	Wayne Whiten	O&P	Webmaster
	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				