



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

**EXECUTIVE BOARD MEETING Minutes**

**Thursday, 13 Jan 2022, 1200-1300**

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

In Attendance:

LCDR Lewis Motion	Secretary
Adil Durrani	Treasurer
Cynthia Hufty	Treasurer
Charles Morse	DoD Vice President
COL Clay Pettit	Army Vice President
Shari Ritter	USMC Vice President
Natalie Osgood	Air Force Vice President
LCDR Mark Sanchez	USCG Mark Sanchez
Debra Del Mar	Corporate/Retired Vice President
Jenny Lu	CDFM Chapter Liaison
Mario Beckles	Scholarship Chair
Dr. Jennifer Miller	Luncheon Liaison/Host
Michael Monson	Newsletter Managing Editor
Wayne Whiten	Webmaster
Dominick Iacobucci	Alternate Webmaster

1. Opening Remarks (LCDR Motion for RDML Fedor)
  - a. Continue membership outreach
  - b. Make it a resolution to speak to someone new about ASMC
  
2. Administrative Matters:
  - a. Approval of November Executive Board Minutes
    - i. Distributed to the board on 13 January 2022
      1. Motion to Approve – Ms. Osgood
      2. Motion to Second – Ms. Del Mar
  - b. Roster Contact Update and Verification
  - c. Co-Treasurers
    - i. RDML Fedor approved Ms. Cynthia Hufty as temporary co-treasurer in December
    - ii. Additional role needed given the impacts on responsibilities during the COVID environment
    - iii. Suggestion –If this is to be a more permanent role, recommend bringing to the board for a vote to create an Assistant Treasurer role and map out responsibilities of assistant
  - d. Executive Board Vacancies: Please continue to solicit for candidates
    - i. Army: VP (OOA April), Secretary (Current)

- ii. Air Force: Secretary (Current; 2 candidates identified)
- iii. Marine Corps: Secretary (Current)
- iv. Navy: VP (OOA Jan)
- e. Quarterly Assessment: In-Person, Hybrid, Virtual Member Luncheons
  - i. Continue virtual for this quarter
  - ii. Reassess hybrid/in person in next quarter
- f. Outstanding:
  - i. Upcoming Executive Board Officer cycle/elections
  - ii. Charitable Giving Sub-Committee

### 3. Upcoming Events

- a. January Early Careerists meeting – Virtual “open mic” and path ahead
- b. January Member meeting – Panel featuring DHS ACFO Stacy Marcott, Mr. Craig Bennett (USCG) and Mr. Shannon McCullar (DHS)
- c. February Member Meeting – Air Force
- d. March – NCR PDI
  - i. 100% re-upping of all corporate sponsors at the Platinum and Gold levels
  - ii. Invitations going out for the keynote speakers this weekend
  - iii. Some events may be pre-taped for the virtual format
  - iv. Need to push for additional registration; currently 100 registrants, behind where we would like to be
  - v. “Unlimited” capacity, given the virtual format
  - vi. ALL ASMC members will be able to attend for free; \$40 for non-members (same amount to join ASMC for 1 year)
- e. NOTE: Special thanks to Mr. Morse, Ms. Baker, Ms. Del Mar, Mr. Norris, and all of the volunteers who contributed to making the December Holiday social an incredible event!

### 4. Treasurer’s report

- a. Working with AMEX to resolve with PayPal - AMEX transactions not received in bank account since November.
  - i. Transactions coming into AMEX have temporarily been put on hold until issue resolved
- b. Budget and Expense update will be provided by email once AMEX issue is resolved, hopefully very soon.
- c. For Nov/Dec - Reoccurring expenses and Convention Center refund of \$10,700 received (deposit for Ronald Reagan Convention Center from 2020; now free and clear from Ronald Reagan contract).
- d. Working to respond to all Auditor requests.

### 5. Vice President Updates

- a. Army – working to find replacement VP
- b. Navy – NSTR
- c. Marine Corps - NSTR
- d. Air Force - NSTR
- e. DoD - NSTR
- f. Coast Guard - NSTR
- g. Corporate - NSTR

## 6. Committee Updates

- a. CDFM (Ms. Lu) – 3 new CDFMs in December
- b. Awards (Mr. Writer)
  - i. ASMC Washington Chapter Awards (*attached*)
  - ii. Deadline: 01 Feb 2022
  - iii. Task: VP's solicit respective Services for nominations
- c. Scholarship (Mr. Beckles)
  - i. 0 scholarship applications to date
  - ii. Previous years' most applications came in after PDI
  - iii. Request President's talking points include mention of this scholarship opportunity for recognition and assistance with educational efforts.
  - iv. Scholarship applications due 15 April, announce winners at May/June luncheon
- d. Luncheon – NSTR
- e. Training (LCDR Motion for Ms. Placek)
  - i. 24 Feb Mini Course – Advanced Leadership Skills and Techniques (2.5 CPE)
  - ii. Minimum 18 people needed per session to hold course
- f. Newsletter (Mr. Monson)
  - i. January newsletter released
  - ii. Thanks to all who contributed
  - iii. Next issue will be in March
    1. Ms. Del Mar to talk to Mr. Ferguson to solicit Early Careerists to submit an article for the Newsletter
- g. Website – NSTR
- h. Audit – NSTR
- i. Competition (LCDR Motion for Ms. Kuhfahl)
  - i. Currently collecting support for competition submission
  - ii. Outstanding:
    1. 990 Form
    2. Audit Results
- j. Community Service (LCDR Motion for Mr. Norris)
  - i. February 4, 2022 - Smithsonian Digital Transcription (Virtual)
- k. Early Careerists (Ms. Del Mar for Mr. Ferguson) –
  - i. Planned path forward: every 3<sup>rd</sup> meeting some type of in-person event (2 virtual morning sessions and one in-person afternoon in the 3<sup>rd</sup> month)
  - ii. Creating a slate of speakers for the full year to increase predictability
- l. Membership
  - i. January membership expirations are 330, 10% of chapter memberships
    1. Recommend site reflect membership expiration dates to serve as a reminder for membership renewals
  - ii. Total membership is down 100 members from Jan 2021
  - iii. Recommend social media chair
    1. Abigail Zofchak has volunteered to be the communications chair, Ms. Del Mar to submit resume to the board. This position can be appointed by the Chapter President.
  - iv. Mr. Olden following up with National to ensure personal e-mails are being captured for membership

- v. Concern that out of 3500 chapter members receiving e-mail updates, only 400 possibly received and 100 are opened each month; severe communication issue because of predominance of government e-mail addresses being utilized
- vi. Recommendation to establish TIGER team to develop campaign re: membership, e-mail, communications
  - 1. Recommend Mr. Olden spearhead this TIGER team

7. 2021 Hotwash/2022 Look Ahead

- a. Please send your comments/ideas on how to improve moving forward

8. Closing Remarks