



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

EXECUTIVE BOARD MEETING MINUTES
Thursday, April 5, 2018, 1200-1300 (*participants marked with x*)
Call-in: 571-372-4600 Participant Pass Code: 76225#

1. Approval of March Minutes
 - a. Minutes approved and seconded
2. Chapter Update
 - a. All ASMC Nominees will be slated on a ballot
 - i. Chapter voting ballots with candidates listed will be prepared for April 19th luncheon.
 - ii. Candidates selection information will be provided to Wayne Whiten for posting on website after April 12, 2018.
 - b. Check for \$500 will be provided for National PDI Silent Auction
 - i. POC is Deb DelMar.
 - c. Service VPs are being asked to foot stomp new luncheon pricing coming in May
3. Calendar Review
 - a. Next Chapter event, Luncheon on May 17, 2018
 - i. Luncheon Speaker TBD.
 - ii. CPE/CET participation certificates are distributed by Luncheon Service Host.
 - b. Next scheduled luncheon, June 21, 2018 hosted by Navy
 - i. Induction of 2018-2019 Chapter Officers.
 - ii. Scholarship award presentation.
 - c. Follow on event is July 18, 2018, ASMC & AGA Annual Golf Tournament
 - i. Hosted at Fort Belvoir, 8450 Beulah St, Bldg 2920, Fort Belvoir, VA
 - ii. Entry fee includes lunch, cart, greens fee and prizes

Budget

4. Treasurer's Report
 - a. March budget execution report and financial statement are provided as an attachment
Updated financial information is presented below:
 - i. March cash balance declined by \$169,242 (from \$486,199 to \$316,957) primarily due to conference fees of \$185,125 paid for the use of the Ronald Reagan Convention Center and offset by additional mini-PDI registration and sponsor revenue.
 - ii. Chapter has the responsibility to pay out scholarship, final sponsored training courses, National PDI donations, awards and final community service/luncheons.
 - iii. Based on the Chapters current posture, we expect to end the year with approximately \$310,000. This is \$25k less than our starting balance.

Committee Information/Reminders

4. Training & Education

a. Training

- i. April and May mini course registration is open. Course information is as follows:
 1. On April 3, 2018, DAU Workshop – Shaping Future Program Success: Cost, Budget and Opportunity Considerations in the Acquisition Strategy
 - a. Course was presented at PDI 2017 in San Diego
 - b. Course successfully held at Fort Belvoir with approximately 17 attendees
 2. On April 5, 2018, at Management Concepts
Course title: Internal Controls - Meeting Federal Requirement for Accountability
 - i. 8:30-11:30am
 - ii. 12:30-3:30pm
 3. On May 10, 2018, at Management Concepts
Course title: Cost Benefit Analysis
 - i. 8:30-11:30am
 - ii. 12:30-3:30pm
 - iii. Registration suspense is April 27, 2018
 4. On May 22, 2018, at DAU on Fort Belvoir
Course title: Financial Management and Program Management Integration and Intersections
 5. On June 26, 2018, at DAU on Fort Belvoir
Course title: Earned Value and the Acquisition Program
- ii. Get word out about training courses.
- iii. USD(C) Norquist letter regarding waiver approval to support and attend PDI 2018 Conference was shared by Ms. Placek.

b. Luncheon

- i. Executive Board agreed to the following luncheon payment pilot.
Price proposal is:
 1. ASMC Corporate Member - \$35
 2. ASMC Active Government Member - \$15
 3. ASMC Active Government Early Careerist Member (GS-11 and below) - \$10
 4. ASMC Fully Retired Government Member - \$25
 5. Government Non-ASMC Attendee - \$15 first time; \$25 subsequent meetings
- ii. Above luncheon pricing schema will be piloted for May/June/August meetings with anticipated implementation as of September 2018.
 1. Service VPs are asked to foot stomp new luncheon cost structure.
 2. Chapter website will be updated to announce “New monthly meeting pricing coming in May”.
 3. Website update will post immediately following conclusion of April luncheon.

- iii. Board officers are encouraged to attend luncheons. Promote new pricing to encourage new and returning member participation.

- c. Awards

- i. The ASMC Washington Chapter Awards were presented at NCR PDI. One more awardee, MAJ Mras, will be recognized at April's luncheon.
 - 1. Awardee and 1 guest lunch is being funded by the chapter.
 - 2. Awards Chair will be providing Army VP with the award on April 10th to ensure award will be at the luncheon on April 19th.

5. Outreach & Publicity

- a. Community Service

- i. Honor Flight Volunteer Support
 - 1. Anticipated date is May 19, 2018
 - 2. Jeff Norris is working on finalizing the dates. If May date is not confirmed, a date in June will be proposed.
 - 3. ASMC Washington Chapter will make a \$500 donation to the Honor Flight.

- b. Newsletter

- i. May is the next newsletter month, suspense is April 30, 2018.
 - 1. President's Message
 - 2. Luncheon Recap (Coast Guard VP-Feb)
 - 3. Future Luncheon Speaker Bio (Army VP-Apr)
 - 4. Featured Article (DoD VP)
 - 5. Event Schedule (pulled from website)
 - 6. Chapter News (provided by Committee Chairs)
 - 7. Community News/ASMC National News
 - 8. CDFM Corner (CDFM Chair)

If you have not submitted your information, please provide it to Mike Monson.

- ii. Next Newsletter edition will publish July 2018.

6. Vice Presidents Report

- a. Navy – Mr. Farley has received approval from Mr. Marshall, Navy PDASA to share ASMC announcements and information in the PDASA Meeting.
- b. Corporate – PDI Expenses are being compiled. A profit/loss report will be submitted to ASMC soon.

Meeting adjourned at 12:49pm

Lunch Rotation Schedule:

Remarks							
	1) No luncheon in March due to Mini PDI						
	2) No luncheon in July due Golf Tournament sponsored by Corporate						
	3) No luncheon in December due to Holiday Social. Holiday Social host service, coincides with service of Chapter President						

ASMC Washington Chapter Rotation Schedule for Monthly Luncheons

	2018	2019	2020	2021	2022	2023	2024
Jan	USMC	ARMY	USMC	ARMY	USMC	ARMY	USMC
Feb	USCG	NAVY	USCG	NAVY	USCG	NAVY	USCG
Mar *	No Luncheon	No Luncheon	No Luncheon	No Luncheon	No Luncheon	No Luncheon	No Luncheon
April	ARMY***	USAF	DOD	USAF	DOD	USAF	DOD
May	DOD***	USMC	ARMY	USMC	ARMY	USMC	ARMY
Jun	NAVY	USCG	NAVY	USCG	NAVY	USCG	NAVY
Jul	No Luncheon	No Luncheon	No Luncheon	No Luncheon	No Luncheon	No Luncheon	No Luncheon
Aug	USAF	DOD	USAF	DOD	USAF	DOD	USAF
Sep	USMC	ARMY	USMC	ARMY	USMC	ARMY	USMC
Oct	USCG	NAVY	USCG	NAVY	USCG	NAVY	USCG
Nov	DOD	USAF	DOD	USAF	DOD	USAF	DOD
Dec **	Navy	Air Force	Marines	DoD			

* Mini PDI

**Holiday Social Host Service

***Service switched luncheon dates

Attendance:

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