



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

EXECUTIVE BOARD (EB) MEETING MINUTES
Wednesday, 1 Oct 2014, 1000-1040

1. Agenda

- **September Minutes:** approved
- **Emails to Members from the VP's:** Ms. Whittemore wanted to ensure that the VP's were sending luncheon and other announcements to their respective members in order to avoid the Chapter's emails being considered spam. Ms. Curry expressed concern about the number of "bounce backs" she received as a result of incorrect email addresses and not having the time to research correct addresses. Mr. Whiten proposed sending emails from different domains to avoid being tagged as spam and the Executive Board agreed that this is a solution we will try.
- **Luncheon Location Reminder:** The Westin is open for our luncheons as of September.
- **Committees:** Ms. Whittemore thanked all who volunteered; the Chairs and Co-Chairs are posted on the website.
- **Updates:**
 - i. **Treasurer:** In Ms. Escribano's absence, Ms. Whittemore provided the following:
 1. The Chapter will purchase a camera for the Photographer. In his absence, it will be given to Ms. Sweatt to ensure pictures of the luncheons and other events are taken.
 2. Ms. Escribano is researching tools that will allow us to be cashless at luncheons as the handling of cash is an internal control risk. There was some concern expressed that attendance would drop by not allowing cash.
 3. Accounts have been consolidated and statements are ready to send to the Auditor.
 - ii. **Regional PDI:** Ms. Delmar provided the following:
 1. The contract has been signed with the Ronald Reagan Building which provides more seating than previous venues.
 2. Event will be held 3 March 2015.
 3. The Committee is working with National and with OSD Comptroller to gain approval for speakers and content to be counted toward CPEs and FM Certification requirements.
 - iii. **Luncheons:** Ms. Thompson will review her emails for the info sent by Ms. Sweatt to contract for luncheons during CY15.

o **Closing Comments:**

- i. Ms. Wright queried about any action required for the November speaker since she will be TAD for several weeks. NAR.
- ii. Mr. Khostani requested a meeting with Ms. Sweatt to discuss schedules for the Newsletters. Ms. Delmar requested that November's be published early in the month and that it include Regional PDI registration info.
- iii. Ms. Anderson and Mr. Olden will join Ms. Whittemore on National's phonecon 2 Oct concerning membership.

2. Attendance:

(X - in person / T- by telecon)

Executive Board			Committees		
X	Mr. Ariane Whittemore	President		Ms. Ann McDermott	Audit
T	Ms. Gretchen Anderson	President-Elect		Ms. Wendy Pouliot	T&E
X	Ms. Susan Sweatt	Secretary		Mr. Edson Barbosa	T&E
	Ms. Raquel Escribano	Treasurer		Mr. Jeff Norris	O&P
T	Ms. Cynthia Curry	DoD VP		Ms. Veniceza Critton	O&P
	Ms. Hannah Francis	DoD Asst Sec	T	Ms. Millie Thompson	T&E
T	Ms. Cynthia Crippen-Black	Army VP	T	Mr. Dan Olden	O&P
T	Ms. Dionne Bailey	Army Asst Sec	T	Ms. Deb Delmar	PDI
T	Ms. Sandra Wright	Navy VP		Mr. Ramni Abdul-Jalaal	PDI
	Ms. Veronica Trent-Walton	Navy Asst Sec	T	Mr. Rocky Wilber	O&P
X	Ms. Jane Roberts	USMC VP	T	Mr. Mo Kohastini	O&P
X	Mr. Jonathan Newell	USMC Asst Sec	T	Ms. Lisa Donahue	T&E
	SMSgt Rod Lewis	USAF VP		Ms. Terry Placek	T&E
	SMSgt Kelly Wismer	USAF Asst Sec	T	Mr. Wayne Whiten	O&P
	LT Mark Sanchez	USCG VP			
	Ms. Stacy Spadafora	USCG Asst Sec			
T	Ms. Deb Delmar	Corporate/Retired VP			
T	Ms. Rita Finney	Corporate/Ret Asst Sec			