



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

EXECUTIVE BOARD MEETING MINUTES
Thursday, February 1, 2018, 1200-1300 (*participants marked with x*)
Call-in: 571-372-4600 Participant Pass Code: 76225#

1. Approval of January Minutes
 - a. Minutes approved by Ms. Placek
 - b. Second by Mr. Newell

2. Calendar review
 - a. Next Chapter event, NCR PDI, March 8, 2018
 - i. Registration is closed and event is full.
 - ii. Good participation across services.
 - iii. Rita tracks non-member sign up and forwards information to Dan for recruiting opportunity.
 - b. Next scheduled luncheon, April 19, 2018 hosted by Army.
 - i. Speaker will be Mr. Michael Powers, Acting ASA (FM&C)
 - ii. CPE/CET certificates are distributed by Service Host. Template forwarded to Host.

Budget

3. Treasurer's Report
 - a. Cash balance as of January 31, 2018 is \$442,908. This is an increase of approximately \$100k due to the influx of Mini-PDI registration and sponsorship revenue (\$104k).
 - i. Based on the budget, we project that will be an additional \$100k in Mini-PDI revenue prior to March. This revenue will fund additional Mini-PDI costs to be incurred of \$187k.
 - ii. The remaining \$1500 in cost is attributed to an additional loss for January luncheon.
 - iii. Also approximately \$1500 loss in operating expenses.
 - b. Executive Board voted to distribute a check for Pets for Vets to be presented at Regional PDI.

Committee Information/Reminders

4. Training & Education
 - a. Training
 - i. Mini courses to assist with achievement and sustainment of FM Certification Level II is scheduled:
 1. On April 5, 2018, course title: Internal Controls: Meeting Federal Requirement for Accountability;
 - i. 8:30-11:30am
 - ii. 12:30-3:30pm
 - iii. Registration suspense is March 23, 2018
 2. On May 10, 2018, course title: Cost Benefit Analysis;

- i. 8:30-11:30am
 - ii. 12:30-3:30pm
 - iii. Registration suspense is April 27, 2018
 - 3. Flyers will be sent to the Webmaster for posting in the next few weeks.
 - 4. Announcement will be sent to Newsletter Editor.
 - ii. Working with DAU on course dates for new courses.
 - 1. Training dates are currently being negotiated.
 - 2. Expect to have some date ideas within the next few weeks.
 - iii. Training Chair will continue working with OSD Virtual Course POC for training opportunities and options for ASMC Washington Chapter members.
- b. Luncheon
- i. Proposal was made to reduce the luncheon cost for ASMC government members to attend.
 - ii. Pilot program being consider for a 1 April 2018 start up.
 - iii. Corporate members will pick up a minimal increase in exchange for a government member decrease
 - iv. Price proposals below were offered with consideration of the feasibility of a tiered payment system. An example of 2 tiered price options are below:
 - 1. Non-Members \$25 or \$20
 - 2. Members \$20 or \$15
 - 3. Jr. Members \$15 or \$10
 - 4. Corporate \$32 or \$30
 - iv. Need to confirm with Wayne if our current payment mechanism can accommodate a tiered payment system
 - v. An additional proposal was made to offer advance payment options. Have corporate and/or members purchase lunch for entire year. Possibly offer a slightly reduced rate for this payment type.

5. Outreach & Publicity

- a. Community Service
 - i. Mar 8, 2018 – Capital Area Food Bank Food Drive
 - ii. April/May 2018 Honor Flight Volunteer Support
- b. Newsletter
 - i. March is the next newsletter month, suspense is February 28, 2018.
 - 1. President's Message
 - 2. Luncheon Recap (Coast Guard VP-Feb)
 - 3. Future Luncheon Speaker Bio (Army VP-Apr)
 - 4. Featured Article (Coast Guard 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.

New Business:

- 6. This year is the election for Service VPs and vacant positions. Nominees and resumes are requested by March 30, 2018.

Meeting adjourned at 12:46pm

Attendance:

Executive Board			Committees			
X	Krystyna Kolesar	President		Dick Reed	T&E	CDFM
X	Robin Farley	President-Elect	X	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
X	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
X	Jonathan R Newell	USMC VP		Rocky Wilber	O&P	Photographer
X	Astrid Diaz	USMC Asst Sec	X	Michael Monson	O&P	Newsletter Managing Editor
	Benjamin J Yarish	USAF BP	X	Wayne Whiten	O&P	Webmaster
	Patricia Corey	USAF Asst Sec				
	LT Mark Sanchez	USCG VP				
	Stella Whitsell	USCG Asst Sec				
X	Debra Del Mar	Corporate/Retired VP				
X	Rita Finney	Corporate/Retired Asst Sec				