



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

EXECUTIVE BOARD MEETING MINUTES

Thursday, Jan 3, 2019, 1200-1300

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

1. Opening Remarks – President
2. Approval of Dec Minutes – Distributed to the board on 12/21/19
 - a. Motion to approve – Terry Placek
 - b. Second – Nicole McClenic
3. Monthly Luncheon – Confirmed Ms. Ferguson – USMC will be the guest speaker for the luncheon.
4. Scholarship Chair- Billet is currently vacant. Asked the board to reach out to their communities to see if they can find someone to fill the billet.

Budget

5. Treasurer's Report (*LTC Handy*)
 - a. Consolidating Treasure monthly reports to 1) Budget and 2) Dashboard. The Dashboard rolls up all information previously listed in QB Reports.
 - i. Combines cash flow statement broken out by each month. Also has bottom line of revenue and expenses. The dashboard contains a summary for the chapter.
 - ii. There is no standard of reports that are required for audit or to maintain 5 Star Status.
 - b. Check paid for Holiday Social to Army Navy CC (\$16.5K), but has not yet cleared bank.
 - i. \$16.5K – Has been submitted via check. Should clear next month.
 - c. Starting to receive mini-PDI sponsorship and registration income. Working directly with Rita Finney to track sponsors.
 - i. Received \$36K already
 - d. Question for the group - \$1, 620 @ Telum Global Education. Rita will reach out to National to find out if the check should have gone to them.
 - e. Will need to provide a deposit to Regan in February.

Committee Information and Reminders

6. Training and Education
 - a. Training (*Ms. Placek*)
 - i. Advanced Leadership Skills and Techniques Mini-Course – DoD Level III

1. Registration Deadline = March 29th.
2. Currently enrolled, 20 AM session, 6 PM session.
- ii. Budgeting and Accounting: Making the Connection
 1. Registration Deadline = February 1st.
 2. Currently enrolled, 16 AM session, 15 PM session.
- iii. Doing very well with registration. Will have flyers at the January luncheon meeting.
- iv. Question was posed as to what's the enrollment goal – between 20 and 25.

b. Awards (*Ms. Pouliot*)

- i. Categories: Accounting, Acquisition/Cost Analysis, Auditing, Budget, Finance, Resource Management, Small and Large Teams.
- ii. Submission deadline = January 31st, 2019.
- iii. Email has been submitted to the board to deliver to services. Will be reaching out shortly to determine the judges, Deb if Mr. John Writer would be the POC for the logistics, at setting up.

7. Outreach and Publicity

a. Community Service (*Mr. Norris*)

- i. January – Arlington Cemetery Wreath Retrieval and Clean Up – coordinated by Early Careerist
- ii. Date is still TBD.

b. Newsletter Editor (*Mr. Monson*)

- i. Updates/Inputs due by 4 Jan
- ii. Received Terry and Dick inputs. Have luncheon flyer and pictures. Need message from Dr. Farley. Goal is to send out newsletter before the luncheon. Jennifer worked on article.
- iii. Question – Need a write up for Holiday Social.
- iv. Question was posed if anyone took any pictures? We need to reach out to Rocky to see if anyone took pictures. Would be a nice addition to the newsletter.

8. Vice President Reports

- a. Army – Nothing to report
- b. Navy – Confirmed that 21 Feb is Navy. When do we need to put the deposit for next year. Deb will confirm.
- c. USMC – All set for luncheon. Will send out reminder. Any special AV?
- d. Air Force
- e. DoD
- f. USCG
- g. Corporate – Kudos to Jane for a great holiday social.

- i. Regional PDI 14 of March. The committee is busy ramping up activities. 505 registrants to date. Wayne will send out something on Monday. Have Vice President's push for registrants. Greater than 900 participants will go to overflow room.
- ii. Chapter Awards – Would really like a strong showing from all the services.

Attendance:

Executive Board			Committees		
	Robin Farley	President		Dick Reed	T&E CDFM
X	Leslie Ferguson	President-Elect	X	Wendy Pouliot	T&E Awards/Essay Chair
X	Raquel Kuhfahl	Secretary		Vacant	T&E Scholarship Chair
X	LTC Todd Handy	Treasurer	X	Milford E. Thompson	T&E Luncheon
	Steven Birk	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		Beverly Veit	O&P Competition
X	Dai Nguyen	Army Asst Sec		Jeff Norris	O&P Community Service
X	Jane Roberts	Navy VP		Dan Olden	O&P Membership
	Veronica Trent-Walton	Navy Asst Sec		Rocky Wilber	O&P Photographer
X	Jonathan R Newell	USMC VP	X	Michael Monson	O&P Newsletter Managing Editor
	Astrid Diaz	USMC Asst Sec	X	Wayne Whiten	O&P Webmaster
	Benjamin J Yarish	USAF BP		David Zavada	Audit Audit Chair
	Monique Anneker	USAF Asst Sec			
	LT Mark Sanchez	USCG VP			
	Stella Whitesell	USCG Asst Sec			
X	Debra Del Mar	Corporate/Retired VP/PDI			
	Rita Finney	Corporate/Retired Asst Sec			

9. Meeting adjourned at 12:21