



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

EXECUTIVE BOARD MEETING AGENDA

Thursday, September 5th, 2019, 1200-1300

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

1. President Remarks
 - a. Ms. Ferguson stated the Executive Board is making good progress. She noted the last luncheon with Mr. Easton as the guest speaker was well attended. She recommends Board members spread the word about the luncheons in order to try to increase participation.

2. Approval of August Minutes – Distributed to the board on 8/21/2019, updated version was distributed on 9/3/2019.
 - a. Motion to approve – Ms. Placek
 - b. Motion to second – Col Handy

3. Calendar Review (*Secretary*)
 - a. September luncheon – 19 September. Speaker is Mr. Roy Wallace, Deputy G-1, USA.
 - b. Luncheon/Holiday Social Calendar

	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20
Past Luncheon Recap	DoD	Army	Navy	USAF	USMC	USMC	USCG		DoD	Army
Luncheon Sponsor/Host	Army	Navy	USAF	Holiday Social	USMC	USCG	NCR PDI	DoD	Army	Navy
Speakers	Mr. Roy Wallace, Deputy G-1	Mr. John Adams, ASN(FM&C)			LtGen Jansen (tentative), DC P&R					Elections

4. EB Updates (*Secretary*)
 - a. President approved position
 - i. President-Elect – Mr. Stephen Herrera, SAF-FM
 - b. Executive Board vacancies
 - i. USCG Assistant Secretary
 - ii. USMC Vice President (end of September)
 - c. Committee vacancies
 - i. Awards/Essay Chair
 - ii. Scholarship Chair

Budget

5. Treasurer’s Report (*COL Handy*)
 - a. Continuing to work with auditors for FY19 financials and 2018 taxes
 - i. Now that the golf tournament is over, we are in a bit of lull as we ramp up for the mini PDI. It’s time to focus on preparing for the audit of the chapter accounts. Mr. Zavada is working on the engagement letter for the auditors. No issues have been

identified. Believe we should be able to close out the audit by the next Executive Board meeting. The auditors should be on the conference call for the next meeting.

6. Audit (*Mr. Zavada*)
 - a. Nothing to report

Committee Information and Reminders

7. Training and Education
 - a. Training (*Ms. Placek*)
 - i. Advanced Leadership Skills and Techniques Mini-course —Thursday, 11/14/2019 — Two sessions – 8:30-11:30am and 12:30-3:30pm
Registration deadline: November 1, 2019
 - a. As of this morning, there are 16 signed for am class; 4 people for pm class. Have plenty of time for people to sign up. Please distribute the flyer.
Working with Management Concepts for upcoming courses.
 - b. Luncheon (*Ms. Thompson*)
 - i. Nothing to report
 - c. Scholarship (*Vacant*)
 - i. Nothing to report
 - d. Awards (*Vacant*)
 - i. Nothing to report
8. Outreach and Publicity
 - a. Competition (*Ms. Kuhfahl*)
 - i. The competition website is being updated. During next month's meeting Ms. Kuhfahl will have the categories for the board members and will identify anything she need assistance with.
 - b. Community Service (*Mr. Norris*)
 - i. The next ASMC Community Service event at the DC Central Kitchen will be published on the website. There will probably be a couple of positions opened. Looking for a community service event for this winter.
 - c. Newsletter (*Mr. Monson*)
 - i. Most of the newsletter has been submitted. The golf tournament write up was submitted today. Still need a main article for the September newsletter. Also need a summary for Mr. Easton's presentation. Also need a bio for the September speaker.
 - d. Website (*Mr. Whiten*)
 - i. The website for the holiday social is now open and 2 people have registered.
 - ii. In the future, he will send the luncheon roster to the Executive Board in an Adobe Acrobat file, but will continue to send Dr. Miller and Ms. Thompson an Excel file.
 - iii. Registration for the NCR PDI will open on 1 December.
 - iv. Ms. Thompson stated people on Andrews AFB cannot access the chapter website.
 - e. Holiday Social (*Ms. Chapman*)
 - i. The flyer has been posted on the website. The initial planning meeting is scheduled for today.

9. Corporate Update (*Ms. Delmar*)
 - a. NCR PDI Committee
 - i. The first planning meeting is expected to be at the beginning of October.
10. Golf Tournament (*Ms. Delmar*)
 - a. The final accounting for golf tournament is complete. \$10,192 was donated to the chapter corpus. Many thanks to everyone who helped make this a successful event and to Ms. Ferguson for rallying the troops.
11. Additional discussion (*Ms. Delmar*)
 - a. Working on a pilot program for corporate members to bring a Young Careerist guest for the monthly luncheon meetings during January, February, April and May.
 - b. Looking to set up a tiger team to encourage Young Careerists to participate in chapter events, as they bring an added dimension for our chapter. Will be doing something at NCR PDI for Young Careerists.
12. Vice President Reports
 - a. Army –
 - b. Navy –
 - c. USMC –
 - d. Air Force –
 - e. DoD –
 - f. USCG –

Attendance:

Executive Board			Committees			
X	Leslie Ferguson	President		Dick Reed	CDFM	T&E
	Stephen Herrera	President-Elect		Vacant	Awards/Essay Chair	T&E
X	Shari Ritter	Secretary		Vacant	Scholarship Chair	T&E
X	COL Todd Handy	Treasurer	X	Milford E. Thompson	Luncheon	T&E
	Steven Birk	DoD VP	X	Dr. Jennifer Miller	Luncheon Liaison/Host	T&E
	Charles Morse	DoD Asst Sec	X	Terry Placek	Training & Education	T&E
X	Nicole McClenic	Army VP		Raquel Kuhfahl	Competition	O&P
	Myrna Medina	Army Asst Sec	X	Jeff Norris	Community Service	O&P
	Jane Roberts	Navy VP	X	Dan Olden	Membership	O&P
	Veronica Trent-Walton	Navy Asst Sec		Rocky Wilber	Photographer	O&P
	Robert Cimorelli	USMC VP	X	Michael Monson	Newsletter Managing Editor	O&P
X	Sylvia Chapman	USMC Asst Sec	X	Wayne Whiten	Webmaster	O&P
	Benjamin J Yarish	Air Force VP		David Zavada	Audit Chair	Audit
	Angela Flowers	Air Force Asst Sec				
	LT Mark Sanchez	USCG VP				
	Vacant	USCG Asst Sec				
X	Debra Del Mar	Corporate/Retired VP/PDI				
	Tim Kohlrus	Corporate/Retired Asst Sec				