



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

**EXECUTIVE BOARD (EB) MEETING MINUTES**  
**Thursday, 3 March 2016, 1100-1200**

1. Approval of March Minutes- Approved
2. Committees
  - a. Community Service/ Outreach and Publicity
    - i. Early Careerist/Community Service Event- 23 April 2016 (9:00-12:00)
      1. C&O Canal Cleanup and Picnic
  - b. Community Service
    - i. DC Central Kitchen- June 10, 2016
      1. Board Approval Required – Approved by Ms. Anderson
  - c. Training and Education Committee- Approved as a pilot for the next class. Board will reassess afterward.
    - i. Management Concepts- *Draft policy for board consideration:*  
*If registration numbers for ASMC Washington Chapter sponsored courses are less than fifteen members, registration will be open to non-members five working days prior to the registration deadline.*
    - ii. Budgeting and Accounting: Making the Connection Mini-course
3. Treasurer
  - a. February Reports- Approved
    - i. Profit and Loss
    - ii. Balance Sheet
  - b. New CPA- Decision to be made by Mats, Gretchen, Raquel, and the audit chair.
  - c. Web Hosting- Implementd
4. New Business
  - a. Monthly Newsletter- May Publication- new Newsletter Chair required
  - b. Official Functions of the Chapter's Board members and Committee Chairpersons- Update
  - c. 5 Star Criteria Status
  - d. Award Winners
  - e. Transition/June Elections- Candidates- Ask Al Runnels to attend in June. Gretchen can appoint for those vacancies which are out of cycle.
  - f. National PDI-
  - g. Silent Auction Chair-\$500 basket
5. Vice President Reports and Write Ups-
  - a. DoD (Cynthia Curry/ Hannah Francis)
  - b. USMC (Sylvia Chapman/ Jonathan Newell)
  - c. ARMY (Cynthia Crippen-Black/ Dionne Bailey)
  - d. NAVY (Robin Farley/ Veronica Trent-Walton)
  - e. Air Force (Benjamin Yarish/ Michael Harvey)
  - f. Corporate (Deb Delmar/ Rita Finney)- Working the date for the Holiday Social/ Rita sending out the Gold tournament flyer. Negotiating next year's PDI and closing out this year's.
  - g. USCG (Mark Sanchez/ Andy Younkle)

**Attendance:**

(X - in person / T- by telecon)

Executive Board			Committees		
			X	Ms. Rita Finney	Corporate/Ret Asst Sec
	Ms. Gretchen Anderson	President		Mr. David Zavada	Audit
T	Mr. Mats Persson	President Elect		Ms. Wendy Pouliot	T&E
X	Ms. Ginger Schmid	Secretary		Mr. Edson Barbosa	T&E
T	Ms. Raquel Kuhfahl	Treasurer		Mr. Jeff Norris	O&P
X	Ms. Cynthia Curry	DoD VP		Ms. Veniceza Critton	O&P
	Ms. Hannah Francis	DoD Asst Sec		Ms. Millie Thompson	T&E
	Ms. Cynthia Crippen-Black	Army VP		Mr. Dan Olden	O&P
T	Ms. Dionne Bailey	Army Asst Sec	T	Ms. Deb Delmar	PDI
X	Mr. Robin Farley	Navy VP		Mr. Ramni Abdul-Jalaal	PDI
	Ms. Veronica Trent-Walton	Navy Asst Sec		Mr. Rocky Wilber	O&P
	Ms. Sylvia Chapman	USMC VP		Mr. Mo Kohistani	O&P
	Mr. Jonathan Newell	USMC Asst Sec		Vacant- Scholarships	T&E
	Mr. Benjamin Yarish	USAF VP	T	Ms. Terry Placek	T&E
	Major. Michael J Harvey	USAF Asst Sec	T	Mr. Wayne Whiten	O&P
	LT Mark Sanchez	USCG VP		Janice Hill	Scholarships Chair
T	LT Andy Younkle	USCG Asst Sec			
	Ms. Deb Delmar	Corporate/Retired VP			