



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

EXECUTIVE BOARD MEETING MINUTES
Thursday, May 3, 2018, 1200-1300 (*participants marked with x*)
Call-in: 571-372-4600 Participant Pass Code: 76225#

1. Approval of March Minutes
 - a. Minutes approved by Terry Placek
 - b. Seconded by Dick Reed

2. Chapter Update
 - a. Ballot have been tallied the election results are:
 - New VPs for 2018-2020**
 - DoD – Steve Birk
 - Army – Nicole McClenic
 - Navy – Jane Robers
 - USMC – Jonathan Newell
 - USAF – Ben Yarish
 - USCG – LT Mark Sanchez
 - Corp/Retired – Deb Del Mar
 - New Chapter Treasurer for 2018-2020**
 - Treasurer – LTC Todd Handy
 - Army Assistant Secretary**
 - Army Ass't Secretary – Michelle Akyol
 - b. Executive Board is being asked to promote ASMC Professional Development Training and monthly professional development luncheons.

3. Calendar Review
 - a. Next Chapter event, Luncheon on May 17, 2018 hosted by DoD
 - i. Speaker, Mr. Danny Werfel, Former OMB Director
 - ii. New pilot cost goes into effect for 3 lunch sessions (May, June, August)
 - iii. Resource Management Award will be presented
 - iv. CPE/CET participation certificates are distributed by Luncheon Service Host.
 - b. Follow on scheduled luncheon, June 21, 2018 hosted by Navy
 - i. Induction of 2018-2019 Chapter Officers, by Mr. Runnels, ASMC Executive Director.
 - ii. Scholarship award presentation.
 - iii. ASMC Washington Chapter Distinguished Service Award will be presented.
 - c. Follow on event is July 18, 2018, ASMC & AGA Annual Golf Tournament
 - i. Hosted at Fort Belvoir, 8450 Beulah St, Bldg 2920, Fort Belvoir, VA
 - ii. Entry fee includes lunch, cart, greens fee and prizes

Budget

4. Treasurer's Report

- a. April budget execution report and financial statement are provided as an attachment.

Updated financial information is presented below.

- i. April cash balance increased by \$15.4k for \$332.4k as a result of \$17.3k in additional Mini-PDI sponsor collections that were offset by a \$1.2k loss on the April luncheon, \$.9k in administrative expenses, \$500 for silent auction expense and a withdrawal of \$250 for December 2018 Holiday Social deposit.
- ii. Anticipate an additional \$24k to be collected from mini-PDI sponsor funds. Chapter will pay \$1k in mini-PDI, \$3k in scholarship costs and an additional \$1k in administrative expenses.

Committee Information/Reminders

4. Training & Education

a. Training

- i. May and June acquisition workshop course registration is open.

Course information is:

- 1. On May 22, 2018, at DAU on Fort Belvoir
Course title: Financial Management and Program Management: Integration and Intersections
 - i. 10:00-11:15am
 - ii. DAU Building 206
Classroom 62
1.5 CPEs
 - iii. Registration suspense is Tuesday, May 15, 2018
- 2. On June 26, 2018, at DAU on Fort Belvoir
Course title: Earned Value and the Acquisition Program
 - i. 10:00-11:15am
 - ii. DAU Building 204
Classroom 41
1.5 CPEs
 - iii. Registration suspense is Tuesday, June 12, 2018
- 3. Training & Education Chair will continue working with DAU on future courses for ASMC members.

b. Luncheon

- i. May is the first month for our test pilot luncheon cost. Lunch pilot will continue until August. Lunch pilot success is highly dependent on government attendance. Executive Board is expected to market luncheon and encourage attendance.
- ii. New pilot cost (**applied to May, June and August**):

Corporate	\$35
ASMC Fully Retired Gov't	\$25
Active ASMC Gov't	\$15
Active Young Careerist	\$10
- iii. In August, New luncheon pilot program success will be evaluated and Executive Board will vote whether to continue new cost schedule or return to former cost plan.

c. Awards

i. ASMC Washington Chapter Award highlights:

1. CW0 John Rimmel will be attending our May luncheon to receive his Resource Management Award. An e-mail was sent asking him to confirm attendance for himself and a guest.
2. Short narrative on CW0 Rimmel's accomplishments has been provided to luncheon host.
3. Dr. Miller will receive the ASMC coin for May and 2018-2019 guest speaker.
4. Working with Treasurer to place order for the Washington Chapter Distinguished Service Award that will be presented to Dan Olden in June.

5. Outreach & Publicity

a. Community Service

i. Honor Flight Volunteer Support

1. Anticipated date is June 2018.
2. Jeff Norris is working on finalizing the dates.
3. ASMC Washington Chapter is expected to make a \$500 donation to the Honor Flight (coordination with Treasurer is pending).

b. Newsletter

i. Newsletter requirements for the edition publishing were due by April 30, 2018.

1. President's Message
2. Luncheon Recap (Army)
3. Future Luncheon Speaker Bio (DoD)
4. Featured Article (DoD)
5. Event Schedule (pulled from website)
6. Chapter News (provided by Committee Chairs)
7. Community News (Corporate, Volunteer Chair)
8. ASMC National News
9. CDFM Corner (CDFM Chair)

If you have not submitted your information, please provide newsletter items to Mike Monson at mmonson@definitivelogic.com.

ii. Next newsletter edition is July 2018. All items are due by June 30, 2018.

6. PDI

a. Regional PDI 2018 was another successful year. Event is an awesome opportunity for training outreach for the local FM community.

i. Navy-Marine Corp attendance down from previous years. Corporate would like to work with the Service VP and brainstorm on a way to increase participation. Goal is to prevent Navy-Marine Corp from missing this training opportunity.

ii. PDI profit for ASMC Washington Chapter was \$54k. Part of the contributing success of the profit margin was the fact that credit card usage costs were passed onto corporate vendors, which reduced the Chapters expenses.

7. Vice Presidents Report

- a. Marine Corp – There are 87 Marines registered to attend National PDI.
- b. Corporate – Golf Tournament Flyers coming out within the next week. Seeking volunteers to support or participants to play.

Meeting adjourned at 12:23pm

Lunch Rotation Schedule:

Remarks							
	1) No luncheon in March due to Mini PDI						
	2) No luncheon in July due Golf Tournament sponsored by Corporate						
	3) No luncheon in December due to Holiday Social. Holiday Social host service, coincides with service of Chapter President						
ASMC Washington Chapter Rotation Schedule for Monthly Luncheons							
	2018	2019	2020	2021	2022	2023	2024
Jan	USMC	ARMY	USMC	ARMY	USMC	ARMY	USMC
Feb	USCG	NAVY	USCG	NAVY	USCG	NAVY	USCG
Mar *	No Luncheon	No Luncheon	No Luncheon	No Luncheon	No Luncheon	No Luncheon	No Luncheon
April	ARMY***	USAF	DOD	USAF	DOD	USAF	DOD
May	DOD***	USMC	ARMY	USMC	ARMY	USMC	ARMY
Jun	NAVY	USCG	NAVY	USCG	NAVY	USCG	NAVY
Jul	No Luncheon	No Luncheon	No Luncheon	No Luncheon	No Luncheon	No Luncheon	No Luncheon
Aug	USAF	DOD	USAF	DOD	USAF	DOD	USAF
Sep	USMC	ARMY	USMC	ARMY	USMC	ARMY	USMC
Oct	USCG	NAVY	USCG	NAVY	USCG	NAVY	USCG
Nov	DOD	USAF	DOD	USAF	DOD	USAF	DOD
Dec **	Navy	Marines	Coast Guard	Air Force	DoD	Army	Navy
* Mini PDI							
**Holiday Social Host Service							
***Service switched luncheon dates							
Holiday Social Host coincides with Chapter President - Service sequence is purposely out of synch in an effort to get back on track with the Chapter Constitution							

Attendance:

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