



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

EXECUTIVE BOARD MEETING AGENDA

Thursday, October 3rd, 2019, 1200-1300

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

1. President Remarks
2. Approval of August Minutes – Distributed to the board on 9/16/2019
3. Calendar Review (*Secretary*)
 - a. October luncheon – 17 October. Speaker is Mr. John Adams, Director, Functional Requirements Lead, ASN(FM&C).
 - b. Luncheon/Holiday Social Calendar

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

- c. Luncheon Host responsibilities (attached)
 - d. Luncheon CET-CPE Certificates (attached)
4. EB Updates (*Secretary*)
 - a. President approved position
 - i. USMC Vice President – Ms. Janice Hill
 - b. Executive Board vacancies
 - i. USCG Assistant Secretary
 - ii. Army Vice President – Army EB members are actively looking for a replacement
 - c. Committee vacancies
 - i. Awards/Essay Chair
 - ii. Scholarship Chair

Budget

5. Treasurer’s Report (*COL Handy*)
 - a. Financials for September (attached).
 - b. Continue working with auditors on the financial statements. Have received drafts and reviewing for correctness.
 - c. Mailed check to ANCC for deposit toward Holiday Social.
6. Audit (*Mr. Zavada*)
 - a. Nothing to report

Committee Information and Reminders

7. Training and Education

- a. Training (*Ms. Placek*)
 - i. Nothing to report
- 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. Discuss the Chapter Competition Current Rules (notes attached)
- b. Community Service (*Mr. Norris*)
 - i. Upcoming Community Service Events
 - 1. Special Olympics - October 27, 2019 - proposed event for Board approval (refer to attached summary)
 - 2. Toys for Tots and Food Drives at the Holiday Social Event - December 11, 2019
 - ii. Completed Community Service Event: DC Kitchen - will prepare article for next newsletter.
- c. Newsletter (*Mr. Monson*)
 - i. Chapter newsletter inputs are due NLT 31 Oct for the November edition.
 - ii. The following items are needed:
 - 1. President's message
 - 2. Holiday party
 - 3. CDFMs
 - 4. Training/Ed update
 - 5. Chapter news, volunteer events
 - 6. FM article by Air Force (coincides with monthly speaker)
 - 7. Nov Speaker bio (Air Force)
 - 8. Write-up of Oct luncheon (Navy)
- d. Website (*Mr. Whiten*)
 - i. Nothing to report
- e. Holiday Social (*Ms. Chapman*)
 - i. Nothing to report

9. Corporate Update (*Ms. Delmar*)

- a. NCR PDI Committee
 - i. Nothing to report

10. Vice President Reports

- a. Army – still in the process of writing the summary of Mr. Wallace’s presentation at the September luncheon.
- b. Navy –
- c. USMC –
- d. Air Force –
- e. DoD –
- f. USCG –