



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

EXECUTIVE BOARD MEETING AGENDA

Thursday, Feb 7th, 2019, 1200-1300

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

1. Approval of Jan Minutes – Distributed to the board on 1/11/19
 - a. Motion to approve – Ms. Placek
 - b. Second – Dr. Farley
2. Calendar Review
 - a. February Luncheon – 2/21/19 – Mr. Thomas Harker
 - b. March – Regional PDI - 3/14/19
 - c. Need speakers for April (USAF) and May (Army)

Budget

3. Treasurer's Report (*LTC Handy*)
 - a. Most active month this year - \$68K in Revenue, \$60K in Expenses
 - i. Primary Revenue Drivers: PDI Registration (\$37K) and PDI Sponsors (\$30K)
 - ii. Primary Expense Drivers: PDI Venue Deposit (\$37K), Holiday Social (\$16K), PDI Mobil App (\$2.6K)
 - iii. Overall for the year surplus of \$42K. Lots of activity related to the PDI
 - iv. Holiday Social check did clear in January
 - b. 2017 Taxes will be submitted to accounting firm next week. An email with the 2017 taxes information was distributed to the board for review/comments. LTC handy has already done the review with the intent of signing the form and send back to accountants by Monday Feb 11th, 2019.

Committee Information and Reminders

4. Training and Education
 - a. Training (*Ms. Placek*)
 - i. Budgeting and Accounting: Making the Connection – February 14th, 2019
 1. Currently enrolled, 26 AM session, 21 PM session. – still room available for any late registrants.
 - ii. Advanced Leadership Skills and Techniques Mini-Course – DoD Level III –April 11th 2019
 1. Registration Deadline = March 29th.

2. On track for the course in April, will have flyers for the February luncheon.

b. Awards (*Ms. Pouliot*)

- i. Submission deadline extended to February 9th.
- ii. 17 nominations have been received to date. Additionally, 4 individual nominations that did not select an individual category to compete in, so we may have more than 5 award categories. I should hear something back from the submitters soon or I'll end up placing the nominations in the appropriate categories.
- iii. I will be contacting the judges later today/tomorrow with the relevant information to start scoring the packages in their categories.

5. Outreach and Publicity

a. Competition (*Ms. Veit*)

- i. As a reminder, please ensure information regarding community service events, training events, comptroller and magazine articles authored by members are submitted to our competition chair Beverly Veit.
- ii. Terry provide all training events and Jeff provided community service events.

b. Newsletter Editor (*Mr. Monson*)

- i. Updates/Inputs due by 28 Feb.
- ii. Thank you for inputs on January newsletter, next one is in March. We are running out of articles. If anyone has any FM related articles, please reach out to folks to be included in the newsletter.

6. Vice President Reports

- a. Army – Nothing to report
- b. Navy – Nothing to report
- c. USMC – Nothing to pass
- d. Air Force – Confirm April
- e. DoD – Nothing to report.
- f. USCG – Nothing to report
- g. Corporate

- i. Regional PDI registration surpassed 1300 this week. Will be closing registration today at 1600.
- ii. USMC is significantly behind where they were last year. Have reached out to Ms. Spangler for support.
- iii. Need volunteers – about 15% behind. Day prior from Noon to 1500 and day of event. A lot of corporate members have provided volunteers, looking for government.
- iv. Mr. Norquist did accept and he will be the opening key note. There will be a panel in the morning and service updates during the afternoon. Breakouts regarding innovation and functional updates on audit etc.

- v. Moving out with a mobile App – Selected the one that AGA uses, lowest in cost that meets our basic needs. Allows to submit questions and rate courses and provide feedback.
- vi. Requesting support for App committee.
- vii. Will get on Dr. Farley’s calendar to prepare him for his speaking roll and deliver Chapter Awards.
- viii. In the process of working through negotiations for 2020 and 2021 to lock in prices. Will provide update to board before anything is signed. Have looked at other venues, but Regan seems to be the best bet (metro accessible, etc.).
- ix. Start thinking about Chapter Elections – Fallout in March and April.
 - 1. LTC Handy – President’s budget hasn’t been submitted by DoD. Targeting 11-20 March window on when the budget will be submitted. This may impact key speakers we have.
 - a. Ms. Delmar - We’re putting in place a plan B for every speaker incase speaker’s our pulled. We do have cancellation insurance in case of unforeseen circumstances.
 - 2. Ms. Kuhfahl – When are the elections?
 - a. Ms. Delmar - Elections held during the May luncheon. Request interest in the April time frame. Swearing in new officers in June.

	Executive Board			Committees		
X	Robin Farley	President		Dick Reed	T&E	CDFM
	Leslie Ferguson	President-Elect		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
X	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
	Dai Nguyen	Army Asst Sec	X	Jeff Norris	O&P	Community Service
	Jane Roberts	Navy VP	X	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
X	Astrid Diaz	USMC Asst Sec	X	Wayne Whiten	O&P	Webmaster
X	Benjamin J Yarish	USAF BP		David Zavada	Audit	Audit Chair
	Monique Anneker	USAF Asst Sec				
	LT Mark Sanchez	USCG VP				
	Stella Whitsell	USCG Asst Sec				
X	Debra Del Mar	Corporate/Retired VP/PDI				
	Rita Finney	Corporate/Retired Asst Sec				

7. Meeting adjourned at 1223.