



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

EXECUTIVE BOARD MEETING MINUTES

Thursday, September 7, 2017, 1200-1305 (*participants marked with x*)

Call-in: 571-372-4600 Participant Pass Code: 76225#

1. Approval of August Minutes
 - a. Minutes approved by Mr. Birk
 - b. Second by Ms. Placek

2. Review of 2017-2018 ASMC Chapter Calendar. The following change was made:
 - a. Corporate was removed as host from the luncheon rotation due to being the lead for PDI and Annual Golf Tournament.
 - b. Each service was realigned to adjust for the deletion of Corporate from lunch rotation. Please see the adjusted 2017-2018 calendar.
 - c. Service VPs please identify your speakers at least 90 days prior to event date. Please provide speakers bio, flyer and topic NLT 30 days prior.

3. Treasurer's Report
 - a. FY18 budget was briefed and officially approved by Executive Board. Committee Chairs are cleared to implement their annual plan in their respective areas of operation.
 - b. Cash balance declined in August by \$5k primarily due to:
 - i. \$15k revenue from Golf Tournament
 - ii. Funds paid out to reserve Ronald Reagan Center for 2018 and 2019 (\$9.4k each yr)
 - iii. \$1.2k collected for the Chapter being recognized by National for 5 Star Competition (\$1k) and Membership Growth (\$200)
 - c. Cash balance is projected to remain above \$300k

COMMITTEES

4. Training & Education
 - a. CDFM and Other Certifications
 - i.
 - b. Scholarship
 - i. Scholarship flyers completed and have been distributed during monthly luncheon. Information is listed on Chapter website also. Deadline is Nov 30, 2017.
 - d. Luncheon
 - i. October meeting hosted by Navy is scheduled for Thursday, Oct 19, 2017. Our guest speaker is Mr. Joe Marshall, Acting Assistant Secretary of the Navy (FM&C)
 - e. Training
 - i. Two DoD Level Certification II Mini Courses scheduled Nov 2, 2017 at Management Concepts Washington, DC Training Center, 919 18th Street NW, Suite 800 Washington, DC 20006.
 1. Accounting Concepts, Policies and Principles – 1.5 hours (PL3)
 2. Budget Concepts, Policies and Principles – 1.0 hours (PL3)CLPs/CPEs: 2.50

5. Outreach and Publicity
 - a. Competition

- i. Our new Competition Chair is Ms. Beverly Veit.
 - b. Community Service
 - i. Reminder of remaining events
 - 1. Dec 7, 2017 – Annual Holiday Social. The website opens Oct 1, 2017 with notification of our upcoming event. VPs please obtain list of FM Leadership names for distribution of official invitation.
 - 2. Dec 7, 2017 – Toys for Tots Drive and Capital Area Food Bank Food Drive conducted during Holiday Social
 - 3. Jan 8, 2018 – Wreath clean-up for Wreaths Across America at Arlington National Cemetery (\$500 for coffee/donuts)
 - 4. Mar 8, 2018 – Capital Area Food Bank Food Drive
 - 5. April/May 2018 Honor Flight Volunteer Support (\$1,000 Donation)
 - c. Membership
 - i. Membership updates will go out quarterly. Services make certain to share Holiday Social flyers with your ASMC Chapter service members and FM population.
 - ii. Final 2017 early careerist happy hour event held Sept 7, 2017 Chevy's Fresh Mex, 1201 S. Hayes St, #1, Arlington, VA
 - d. Newsletter
 - i. Newsletter updated and changed
 - 1. Need Sep speaker information
 - 2. FM related article from host service
 - 3. Short write up on Aug Luncheon Discussion
 - 4. President's message
 - ii. Articles due by Aug 31, 2017
 - e. Webmaster
 - f. Audit Committee
6. New Business
- a. Luncheon Venue Selection
 - i. Venue options were presented to Chapter members for review and vote.
 - ii. Request made by members of the Executive Board to streamline the data and venue selection for ease of rendering a decision.
 - iii. Venue decision must be made by November 2017
7. Vice President Reports
- a. ARMY
 - b. NAVY
 - c. USMC
 - d. Air Force
 - e. DoD
 - f. USCG
 - g. Corporate
8. Meeting adjourned

Attendance:

Executive Board			Committees			
X	Krystyna M Kolesar	President		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
X	Nicole McClenic	Army VP		Beverly Veit	O&P	Competition
	Hairo Ortiz	Army Asst Sec		Jeff Norris	O&P	Community Service
	Jane Roberts	Navy VP		Dan Olden	O&P	Membership
	Veronica Trent-Walton	Navy Asst Sec		Rocky Wilber	O&P	Photographer
X	Jonathan R Newell	USMC VP		Michael Monson	O&P	Newsletter Managing Editor
	Astrid Diaz	USMC Asst Sec	X	Wayne Whiten	O&P	Webmaster
X	Benjamin J Yarish	USAF BP		David Zavada	Audit	Audit Chair
X	Patricia Corey	USAF Asst Sec				
	LT Mark Sanchez	USCG VP				
X	Stella Whitsell	USCG Asst Sec				
X	Debra Del Mar	Corporate/Retired VP/ PDI Chair				
X	Rita Finney	Corporate/Retired Asst Sec				