



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

**EXECUTIVE BOARD (EB) MEETING MINUTES**  
**Wednesday, 6 May 2015, 1000-1100**

**1. Agenda**

- **April Minutes:** approved
- **Outreach and Publicity**
  - i. Community Service: Mr. Norris reported that he had ~20 volunteers for the WRNMMC BBQ to be held on Thursday, 21 May, from 5-7 pm.
  - ii. Newsletter: Mr. Kohistani requested input by 13 May to publish by 19 May.
- **Training and Education**
  - i. Ms. Thompson was asked to coordinate with the Westin to remove the July luncheon; the Golf Tourney will suffice as July's event
  - ii. The EB concurred with Ms. Placek's recommendations for the Management Concepts Mini-courses as follows:
    - 1. E-mail reminders to registrants
    - 2. Maintain a wait list for cancellations (42% of registrants cancelled)
    - 3. Establish a course schedule for the next three quarters
    - 4. Avoid scheduling on Mondays/Fridays
    - 5. Consider offering both courses on the same day
    - 6. Offer DoD Certification Level 3 (pending OUSD(C) approval)
- **Nomination Committee for VPs (less USA) and Asst Secretary for USMC, USCG and USAF**
  - i. Ballots posted to website
  - ii. Voting closes 29 May
- **Treasurer**
  - i. The March Reports were provided.
- **PDI**
  - i. Ms. Delmar provided a report that detailed the following:
    - 1. Attendance was up 29%
    - 2. Revenue was up in the following categories: registrants, exhibitors, and corporate sponsors
    - 3. Expenses increased due to the # of attendees
    - 4. Approximately \$15K in net proceeds for the Chapter
    - 5. The Committee will work with Ms. Kuhfahl to pay the final bill

o **New Business**

- i. Ms. Delmar reminded the EB that the golf tournament is scheduled for July.

**2. Attendance:**

(X - in person / T- by telecon)

Executive Board			Committees		
X	Mr. Ariane Whittemore	President	T	Ms. Rita Finney	Corporate/Ret Asst Sec
X	Ms. Gretchen Anderson	President-Elect		Ms. Ann McDermott	Audit
X	Ms. Susan Sweatt	Secretary		Ms. Wendy Pouliot	T&E
X	Ms. Ginger Schmid	Secretary-Elect		Mr. Edson Barbosa	T&E
	Ms. Raquel Kuhfahl	Treasurer		Mr. Jeff Norris	O&P
T	Ms. Cynthia Curry	DoD VP		Ms. Veniceza Critton	O&P
	Ms. Hannah Francis	DoD Asst Sec	T	Ms. Millie Thompson	T&E
T	Ms. Cynthia Crippen-Black	Army VP		Mr. Dan Olden	O&P
	Ms. Dionne Bailey	Army Asst Sec	T	Ms. Deb Delmar	PDI
	Ms. Sandra Wright	Navy VP		Mr. Ramni Abdul-Jalaal	PDI
	Ms. Veronica Trent-Walton	Navy Asst Sec		Mr. Rocky Wilber	O&P
	Ms. Jane Roberts	USMC VP		Mr. Mo Kohistani	O&P
X	Mr. Jonathan Newell	USMC Asst Sec		Ms. Lisa Donahue	T&E
T	SMSgt Rod Lewis	USAF VP		Ms. Terry Placek	T&E
T	SMSgt Kelly Wismer	USAF Asst Sec	T	Mr. Wayne Whiten	O&P
T	LT Mark Sanchez	USCG VP			
	Ms. Stacy Spadafora	USCG Asst Sec			
T	Ms. Deb Delmar	Corporate/Retired VP			