



SDFM | Chapter

Southside Virginia

P.O. Box 5099, Fort Gregg-Adams, Virginia 23801-0417



2024-2025 Southside Virginia SDFM

Executive Board and Committee Chair Meeting

Date: Thursday, November 7, 2024

Time: 1130 hrs.

Location: MS TEAMS

Agenda: Monthly Executive Board and Committee Chairperson Meeting

Attendees: Michael Moyers (President), Lisa Headrick (Vice President DCMA), Shanna Burnett (Vice President DeCA), Joshua Denefield (Vice President DLA), Brenda Fifield (Secretary), Millicent Howard (Treasurer) and Yoenid Gordon (Newsletter/Publicity Chair; Webmaster; Community Service Chair), Marina Goode (Chapter Competition Chair), Erica Chambliss (Education & Training Chair), LaTonya Edmonds (Scholarships & Awards Chair), Mark Patterson and Irene Vance (Membership Chair; Ways and Means Chair).

Not in attendance: Megan Truong (Vice President CASCOT), Simone Woodford (Vice President IMCOM)

GENERAL AND NEW BUSINESS

- **Holiday Party.** Proposed date December 11th 1300-1500. Board put the proposed date to a vote, Mr. Moyers proposed the date and Wabi Sabi, Mark, Yoenid, Shanna, Lisa, Millicent agreed. ***ACTION – Mark will work with the owner on menu options and provide Yoenid details for the newsletter and website.***
- **Topic of Notice.** November 20th from 12:00-1:00, Speaker at DeCA HQ, Topic: Economic Development Activities in the Tri-cities area of VA, Speaker will be: Keith Boswell, President and CEO, Virginia's Gateway Region. Lunch will be offered during this training session. Mark would like to see a good turnout for this event.

COMMITTEE CHAIRS

- **Treasurer** (Millicent Howard) – Banking –The balance in the checking account is \$12,975.94. Deposit of \$1,022 from ASMC and an outstanding check to Ms. Shanna Burnett for \$50.51 for a cake to Mr. Hall for the training in October.
- **Chapter Competition** (Marina Goode) – Everything is on track, no new updates to report.



- **Programs** (Vacant) – Not Reported.
- **Newsletter/Publicity/Webmaster** (Yoenid Gordon) –
 - Publicity. Ways to gather membership again - Social/happy hour to promote networking. Trapezium Brewing. October 23rd from 4-9pm. No cost to the chapter, this would be at the member's cost. Marina agreed this is a great idea and Lisa second the idea. ***ACTION – Yoenid will create flyer with date and time and that it's at the member's cost.***
 - Website. No updates.
 - Communication. Sending out survey to the survey in October to the Chapter to see out they felt about the hybrid training for CETs.
 - Newsletter. The newsletter for December, need input by November 15th short stories, grants, scholarship information. ***ACTION – LaTonya will get the scholarship, grant and short story information to Yoenid for the December newsletter.***
 - National SDFM has created a Canvas account with templates for education, newsletters, etc. They have the color scheme, fonts already made for SDFM branding for us to use in the future.
- **Community Service** (Yoenid Gordon) –
 - Past Events:
 - **Oct 27th (Sunday): Trunk-or-Treat:** Big success, plenty of candy for the kids and we won best in show.
 - **Met quota for chapter competition.** Should be receiving our community service award.
 - Upcoming Events:
 - **Nov 10th (Sunday): Veteran Bike Rally** – 10:30-1:30. Only 2 members have volunteers- Irene and Yoenid and 3 family members. Need 15 volunteers, please bring family and friends: 14 years old+. Active volunteer position helping with registration, motorcycle line ups, prizes, lunch, T-shirt giveaway's, assisting vendors, handing out drinks and welcoming participants and directing them.
 - **Jan. 15: Ronald McDonald DIY Project-** Items collection (added to Sept Newsletter) After the items are collected; will set up a date to request volunteers to make the bags (Feb). Yoenid put to the board to vote if we should commit to this project. Concerns with out-of-pocket costs and the chapter has met the community service requirement for the year. Lisa asked what items being collected, coloring books, playing cards, any entertainment items visitors can use in waiting rooms that will fit in gallon Ziplock bag. Shanna votes we move forward with the project. Yoenid offered to host it at her house to put the bags together. Mark votes we move forward. Mr. Moyers seconds the vote that we move forward with the project. ***ACTION- Yoenid will have a list for each age group and put in the newsletter with final pickup date of January 15th.***
- **Membership** (Mark Patterson) – Had the social at the Trapezium with participants that were not on the board attend. There is a new high-end hotel being built, perhaps put on another social event there in the future, more to come.



SDFM | Chapter

Southside Virginia

P.O. Box 5099, Fort Gregg-Adams, Virginia 23801-0417



- **Ways and Means** (Mark Patterson) – No new items to report. VCU games have started back up, Mark hasn't spoken with them yet, will get more details.
- **Professional Development Training (PDT)** (Erica Chambliss) –
 - Mini-PDT –
 - Collaborative process with AGA and decided on the theme for the PDT to be: Regenerating the Workforce through Collaborative Partnership.
 - Continuing to line up speakers. We believe we have enough speakers from SDFM. Joy is working on the website. Committee is going to meet next week. Have to more volunteers for the day of the PDT.
 - Have a volunteer to take pictures during the PDT.
 - Receiving options for catering from the golf course.
- **Scholarship and Awards** (LaTonya Edmonds) – No items to present.

Michael Moyers wanted to let everyone know if they were not aware that SDFM upgraded their site requiring him to create a new password. Also had issues viewing certificates. DeCA is working on a pilot for DoD civilians to access Commissaries at select stores, Mr. Moyers will provide this list of stores to the chapter once available. Lastly, Mr. Mark Patterson will be retiring sometime in the first of the year. He has been a rock to this organization and will personally miss you and will be a hard person to replace.

In closing, Michael thanked everyone. The meeting adjourned at 12:12 hrs. The next meeting is scheduled for December 5, 2024.

Michael Moyers
Southside VA Chapter SDFM, President

Minutes were prepared by
Brenda Fifield
Southside VA Chapter SDFM, Secretary