



## American Society of Military Comptrollers

Southside Virginia Chapter

P.O. Box 5417

Fort Lee, Virginia 23801-0417

### 2023-2024 Southside Virginia ASMC

### Executive Board and Committee Chair Meeting

**Date:** Thursday, October 6, 2022

**Time:** 1130 hrs

**Location:** MS TEAMS

**Agenda:** Monthly Executive Board and Committee Chairperson Meeting

**Attendees:** Nisha Dowdell (President), Cathy Dale (Vice President DCMA; Community Service), Yoened Gordon (Vice President DeCA; Newsletter/Publicity Chair; Webmaster), Shea McCullough (Vice President DLA), Lisa Headrick (Secretary), Mark Patterson (Membership Chair; Ways and Means Chair), Jennifer Gephart (Mini-PDI Chair), Marina Goode (Charter Competition Chair), and Shanna Burnett (Scholarships & Awards Chair)

Not in attendance were Steve Orth (President-Elect), Simone Woodford (Vice President IMCOM) (Monica Rakes (Treasurer), Wanda West (Programs Chair), and Vacant (Vice President CASCOM),

#### GENERAL AND NEW BUSINESS

- **Transition to New Board.** Yoened Gordon will be installed at the next meeting.
- **ASMC Brochure.** Yoened Gordon received hardcopies of ASMC Chapter brochures. *CLOSED: Yoened will place an order for brochures and will submit for reimbursement.*
- **General Membership Meeting.** Nisha would like to schedule a general membership meeting to get more membership involvement. Mark is still waiting for confirmation from Ms. Davis, National ASMC President, before scheduling a general membership meeting. Nisha advised we should wait until we can see feedback from the National ASMC survey, which ends on 10 October, before building survey questions for the chapter. Once we finalize the chapter survey, Yoened can post the survey and collect responses from the chapter website. *ACTION: The Board supported Shea's suggestion to compose a survey that will poll the membership on what they would like to see from the chapter. Yoened will check if the survey can be put on the website where data can also be collected. ACTION: Mark will look into the hosting an in-person chapter general membership meeting at the DeCA Headquarters building.*
- **Treasurer** (Monica Rakes) – No update provided. We still need confirmation for receipt of the \$1300 payment for NASCAR participation. *CLOSED: Monica will with work Dee to determine honorary contributions for Mini-PDI speakers. The Board agreed to a \$20 donation for each of the presentations. CLOSED: Nisha will look into updating the SAM site and reach out to Monica for assistance as needed. This was something done by the previous Treasurer.*

## COMMITTEE CHAIRS

- **Chapter Competition** (Marina Goode) – The chapter audit was submitted this past month. National ASMC rules for FY22-23 have not yet been published. ***ACTION:** Once National ASMC rules for FY22-23 have been published, Yoened will add a hyperlink on the chapter website that links to the National website for criteria/requirements for which the chapter is being evaluated. This will allow members to learn more on how they can contribute.*
- **Programs** (Wanda West) – Ms. Davis, National ASMC President, is also a SES in DFAS. We hope to have her provide training to the chapter when we confirm a date for her to speak to the general membership. ***ACTION:** Send email to members soliciting potential speakers and topics from Subject Matter Experts within their organizations to try and create a speaker schedule for the year.*
- **Community Service** (Cathy Dale) – Feed the Hungry will be held October 29<sup>th</sup> and Cathy will work with Yoened to create a flyer. At least 5 members need to support to earn chapter points.
- **Membership** (Mark Patterson) – ***ACTION:** Mark will reach out to Mr. Ortega, the local contact for the U.S. Army FM Command, to introduce the ASMC chapter membership and activities.*
- **Newsletter/Publicity/Webmaster** (Yoened Gordon) – Yoened requested advance planning and notification of events and information to put on the website and in the upcoming newsletter.
- **Scholarship and Awards** (Shanna Burnett) – No update provided.
- **Ways and Means** (Mark Patterson)
  - Bowling Tournament. Shea McCullough was able to get commitment of \$70 to serve as prizes for the event. He will accept additional dollars if anyone else is willing to donate. Shea will arrive 30 minutes before the event to ensure set up complete and to collect entry fees.
  - Paint Party. Yoened is searching for a location to host paint night that would not charge a fee to the chapter.
  - Christmas Party. Save the date is set for 9 December 2022. Marina agreed to look for a location and manage details for the party.
- **Education & Training, Mini-PDI** (Jennifer Gephardt) – The AGA Virginia Peninsula ASMC chapter inquired on co-sponsoring the Mini-PDI. A meeting was held on 4 October to further discuss and to determine potential course of actions (COAs). ***ACTION:** Reserve the Lee Club for 16 March 2023 to host the Mini-PDI. **ACTION:** Coordinate with the AGA Virginia Peninsula Chapter to discuss options and COAs for co-sponsoring the Mini-PDI.*
- Nisha closed the meeting by thanking everyone for their time and commitment to the ASMC chapter. She reminded Chairs that the entire Board/Committee Chairs are available to assist with projects so they should not feel alone to organize these events. The meeting adjourned at 1220 hrs. The next meeting is scheduled for October 3, 2022.

Nisha Dowdell  
Southside VA Chapter ASMC, President

Minutes were prepared by Lisa Headrick, Southside VA Chapter ASMC, Secretary