

**ASMC Sequoyah Chapter Executive Board  
Meeting Minutes – 20 October 2009**

**Attendees:** Don Davis, Tamara Brandt, Tempie Robertson, Patricia Lindley, Carolyn Hamilton, Wendy Smith

**Absent:** Donna Curtis, Amber Jilek, Regina Velarde, Sonya Weaver, Pam Myers, Jeff Leid

**Action Items:**

**Old Actions Items:**

- Tamara – Consolidate and report survey results. Status: Open
- Donna – Awaiting survey results before making a decision about holding a Family Day event. Status: Open.
- Pam – Develop a membership package. Status: Open.
- Regina – Provide Donna an awards and fellowship agenda. Status: Complete
- All board members – review Chapter Competition Program requirements and Five Star competition requirements for chapters. Status: Open.
- All board members - submit luncheon topic and speaker ideas to Amber. Ongoing.
- All board members – submit trivia questions to Tamara for newsletter and luncheons - Ongoing.
- All board members – bring unique children game ideas to the next meeting for consideration of chapter participation in the 2010 Tinker Summer Bash. Status: Tabled till next spring.
- Patricia – Obtain a ticket monitor for 72 CPTS. Ann Franklin is likely candidate. Status: Complete
- Tamara – Need ticket monitors for FMRD (Libby), 507<sup>th</sup> (Leann). Status: Complete.
- Tamara – Advertise 1Q and 2Q Community Service events. – Complete
- Tamara – Advertise for volunteers to organize the ASMC Holiday Party. Status: Open
- Tamara – Advertise for Roving Reporters. Status: Complete
- Tempie – Look into membership volunteering to Susan G. Komen Race for the Cure. Status: Complete
- Sonya – Determine whether contributions to the Ronald McDonald House can be collected during the CFC and Air Force Assistance Fund (AFAF) campaigns. Status: Complete
- Regina – Looking in the AFI for information on raffles or possible fundraisers for the craft show. If craft show is feasible, putting together baskets for a raffle give away for the craft show. Status: Complete

**New Action Items:**

- Tammy add new bylaw regarding ticket monitors. Status: Open
- Tammy – advertise for volunteers at tomorrow's luncheon. Status: Complete

- Mr Davis – promote volunteers for the PDI committee at the next luncheon. Status: Open
- Patricia – Forward link to the Chapter Competition Video to Executive Board member. Status: Complete
- Patricia – Check with National for CDFM-A options.

### **Vice President's Comments**

#### **New Topics:**

- A second 72 ABW ticket monitor who is military could be useful in promoting military participation. Could address to Maj Mahoney. One of the board members proposed discounts for airman, however, no vote or decision was made.

**Membership Report:** N/A

#### **Programs Report:**

- Discussion of responsibility for ticket monitors was discussed. Tempe made a motion that it be the responsibility of the VP of Programs to approve and remove ticket monitors. Tammy seconded the motion. The board approved. Tammy will add the item to the bylaws.

**Professional Development Report:** N/A

**Awards Report:** N/A

#### **Treasurer's Report:**

- Checkbook balance is \$11,094.76
- Savings balance is \$752.36

#### **Certification Report:**

- Jeff Leid is working at another base for two months. Wendy and Patricia were operating in his behalf.
- Wendy reported that National will hold audio conferences on modules 1, 2 and 3 from Nov to Jan. Modules will be covered consecutively. Modules will be covered in two half-day afternoon sessions. Possible locations are the 38<sup>th</sup> EIG Theatre and the Hill Conference Center located at 59<sup>th</sup> and Air Depot. A \$20 deposit is required for EIG Theater reservations.
- Patricia reported several members are interested in module 4 training. Module 4 is the new Acquisition Module which is also known as CDFM-A. The board approved pursuit of additional information.

**Publicity Report:** N/A

**Secretary Report:** N/A

### **Community Service Report**

- Tinker Bash is 30 Oct. There have been no volunteers. Tammy and Donna are making Christmas angels and could use help.
- Holiday Party in Dec. Tammy reported there have been no volunteers to chair or organize the party and advised she'd promote it at tomorrow's luncheon.
- Pop tab collection for the Ronald McDonald House. Sonya may call for an interim collection at a near-term luncheon. Pop tabs will continue to be collected them throughout the year.

Attachment

Treasurer's Report for Sep 09

Submitted by: Patricia Lindley

AMERICAN SOCIETY OF MILITARY COMPTROLLERS  
SEQUOYAH CHAPTER  
CASH STATEMENT  
September-09

CASH AVAILABLE BEGINNING OF PERIOD		\$10,524.80
RECEIPTS		
ASMC August Luncheon Fees Collected		\$583.00
	TOTAL RECEIPTS	<u>\$583.00</u>
DISBURSEMENTS		
August Tinker Club Lunch Fees	\$13.04	
	TOTAL DISBURSEMENTS	<u>\$13.04</u>
NET CASH AVAILABLE AT END OF PERIOD		<u>\$11,094.76</u>

AMERICAN SOCIETY OF MILITARY COMPTROLLERS  
 SEQUOYAH CHAPTER  
 RECONCILIATION OF CHECKING ACCOUNT  
 September-09

<b>ENDING BANK STATEMENT BALANCE FOR CURRENT MONTH</b>		<u><u>\$10,524.80</u></u>
<b>ADD: DEPOSTS NOT AS YET CREDITED BY BANK</b>		
PDI Charity		\$211.00
Rebate Check		\$372.00
<b>SUB - TOTAL</b>		<b>\$11,107.80</b>
<b>LESS: OUTSTANDING CHECKS</b>		
Visa Fee for credit card charge	\$13.04	\$13.04
 <b>ADJUSTED BALANCE, CURRENT MONTH</b>		 <b><u>\$11,094.76</u></b>

<b>BOOK BALANCE, END OF CURRENT MONTH</b>		<b>\$10,524.80</b>
<b>ADD:</b>		
PDI Charity		\$211.00
Rebate Check		\$372.00
<b>SUB - TOTAL</b>		<b>\$11,107.80</b>
<b>LESS:</b>		
Visa Fee for credit card charge	\$13.04	\$13.04
 <b>CHECKBOOK BALANCE</b>		 <b><u>\$11,094.76</u></b>

**SAVINGS BALANCE** \$752.36

Date	Lunches Sold	RECEIPTS	DISBURSED	Balance
7/21/2009	55	507.00		\$507.00
			37.91	\$469.09
			642.00	(\$172.91)
8/19/2009	61	517.00		\$344.09
			704.00	(\$359.91)
				(\$359.91)