



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, April 13, 2023

Time: 1130 hrs.

Location: MS TEAMS

Agenda: Monthly Executive Board and Committee Chairperson Meeting

Attendees: Nisha Dowdell (President), Marina Goode (Vice President DeCA; Charter Competition Chair), Shea McCullough (Vice President DLA), Megan Truong (Vice President CASCOM), Simone Woodford (Vice President IMCOM), Lisa Headrick (Secretary), Yoenid Gordon (Newsletter/Publicity Chair; Webmaster), Mark Patterson (Membership Chair; Ways and Means Chair), Shanna Burnett (Scholarships & Awards Chair), and Wanda West (Programs Chair).

Not in attendance were Cathy Dale (Vice President DCMA, Community Service), Vacant (President-Elect), and Monica Rakes (Treasurer), Vacant (Education & Training).

GENERAL AND NEW BUSINESS

- **Treasurer (Monica Rakes)** – Monica is working with the SAMs system to validate the chapter bank account in order to process Mini-PDI payments from DCMA and DeCA.
- **Chapter Awards (Marina Goode)** – Yoenid will update the chapter website to reflect nominations for chapter awards due on 30 April, with awardees to be announced at the scholarship luncheon on 18 May.

COMMITTEE CHAIRS

- **Competition (Marina Goode)** – The chapter award package was submitted to the National ASMC on April 6, 2023. Results should be published in early May. Going forward, there is still opportunity to earn 5-star rating by conducting monthly trainings, especially through the summer months.
- **Programs (Wanda West)** – Mark Patterson is working to firm up April's program with a speaker from Christopher Newport University on the topic of "Master of Financial Management" program. Nisha suggested targeting a virtual program on Wednesday, 26 April 2023, to attract more attendance. We still need to try and identify speakers to cover the next 3 months.
- **Newsletter/Publicity/Webmaster (Yoenid Gordon)** – Yoenid asked if anyone had FM-related articles to share with the membership so she may include in the spring newsletter, or any information to highlight new members.
- **Scholarship and Award (Shanna Burnett)** – There were 28 scholarship applications were received by the 1 April 2023 deadline. Marina and Yoenid volunteered to assist with reviewing and rating the packages. Shanna will send packages to reviewers through DoD SAFE. The awards luncheon will take place at Caesars on 18 May 2023. Caesars will charge a \$50 room fee but there is no minimum purchase required for food and drinks. A budget of \$4000 was allocated for scholarships, with amounts varying for recipient. Board/Committee members will make a vote if additional funds are needed. In the past, recipients received between \$500-\$1000. Last year, there were 4-\$500 awards and 2-\$1000 awards

- Community Service (Cathy Dale) – Nothing reported.
- Membership (Mark Patterson) – Mark sent an email to Mini-PDI attendees that are not already ASMC members to invite them to join.
- Ways and Means (Mark Patterson)
 - Paint Night. Board/Committee members agreed to host the event on 24 June 2023 from 1700-1900 hrs., at Caesar’s Ristorante at Rivers Bend in Chester. The theme will be a beach scene.
 - EDFMT Course. DeCA is hosting an EDFMT course from 1-5 May 2023 with 24 seat reservations. Mark will contact Board/Committee members if there are any vacant seats available so someone outside of DeCA could attend with reimbursement to DeCA.
- Education & Training, Mini-PDI (Vacant) – There were approximately 180 attendees at the Mini-PDI.
 - Mini-PDI Training Certificates. Marina verified the receipt of Mini-PDI surveys and Monica confirmed receipt of payments for attendees on an Excel file. Lisa will provide the Excel file and a Master Training Certificate (with password) so that VPs can use the survey/payment validation to issue a single Training Certificate for each attendee with total CETs earned.
 - Mini-PDI Survey Responses. Marina created a great summary of Mini-PDI feedback responses and survey results. She will send the summary to Board/Committee members for input on posting this information to the chapter website for Mini-PDI attendees to review.
 - Charity Basket. Mark reminded members that National PDI prices increase at the end of the month. It would be nice to have chapter representation at the PDI. Mark advised that he received an email from National ASMC soliciting donations for a charity basket at the National PDI. Board/Committee members voted to fund the charity basket with \$250-\$300 worth of products and Simone agreed put the basket together and deliver it to the PDI.

The meeting adjourned at 1238 hrs. The next meeting is scheduled for May 5, 2023.

Nisha Dowdell
 Southside VA Chapter ASMC, President

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