

**Minutes of Hampton Roads AFCEA Chapter  
Executive Board**

Tuesday, September 12, 2006

The Executive Board of the Hampton Roads Chapter of AFCEA was called to order at 11:30 AM by Glenda Bluhm on Tuesday, September 12, 2006. The following members were in attendance:

Vice President:	Glenda Bluhm
VP Plans & Programs	Tim Harshutz
Secretary:	Rachel Blair
Treasurer:	Vince Shahayda
Awards:	Dasha Little
Small Business	James Lee

Other Attendees: None

**CHAIR'S OPENING COMMENTS:**

No opening comments sent.

**COMMITTEE REPORTS:**

Secretary: None

- August minutes unable to be approved since there was not a quorum.
- August Minutes to be sent by Tim Harshutz to AFCEA Executive Board for any further changes and to be approved by email.

Treasurer:

Vince reported:

- Golf Money already in AFCEA HR Checking Account before the Golf Tournament: \$14260.00
- Golf Money collected the day of the Tournament and deposited into the Scholarship Fund: \$13492.00
- Other Golf Money collected by Bide-A-Wee directly for our Golf Tournament from other donors: \$7220.00
- Total monies collected (thus far) from the Golf Tournament: \$34972.00
- After Bide-A-Wee took out their golf fees and gift certificate costs (\$4960 + \$1000) from the \$7220.00 on our account, we had a balance of \$1260.00 left to be credited toward the caterer's costs. Vince believes he was told by Dave the caterer would cost roughly \$3500, so subtract the credited balance (\$1260.00) and there will be a pay-out to the caterer of roughly \$2300.00 to settle the account.
- Once Vince has settled all accounts against the Golf Tournament, he will transfer the balance out of the Checking Account into the Scholarship Account.
- Motion was made and seconded to accept Treasurer's Report. Motion carried.
- See attached Treasurer's Report for details.

Programs: (Harschutz)

Tim reported:

Plans & Programs are as follows:

- September - Gen. Mike McGinnis, Ex. Dir. VMASC
  - October - Monica Shepard, JFCOM
  - November - Joe Commacho, JDDKC / JFCOM (invited)
  - December - Vice Adm. Jim McAuthur, CO, NETWARCOM (invited)
  - January 07 - Lesa Roe, NASA Langley Administrator
  - All other dates in 2007 are still open and being worked.
- New contract with Holiday Inn has been tendered and will be sent to Board for comments. Still some time to review contract. As of yet, no complaints from membership about venue and a lot has to do with price. Vince asked if there were any other locations we could see the luncheon taking place in and discussion ensued on necessity to find another spot. Conclusion was that the Holiday Inn seems fine.

Scholarships: (Oakes) Report sent.

- See attached Scholarships Report for details.
- Glenda wanted to table for next BOD meeting decision on amount to award scholarship fund.

Awards: (Little)

Dasha reported:

- Emailed BOD members who were to forward IP of month nominees to me for the September meeting.
- Requested for IP of Month nominees since none have been received to date. Glenda, Tim and Vince said they would forward nominees. Dasha will send a reminder email.
- Dasha will begin awarding the AFCEAN of the month. She will be nominating from membership.
- The first 2006 AFCEAN of the month award will be awarded to Shane Deichman for his support and leadership in AFCEA for numerous years. Shane has accepted a job with Oakridge Labs, in Tennessee. Then the award will be sent to him with a thank you for his service.
- AFCEA Tickler –
  - Draft and finalize the Model Chapter application
  - Identify if we have a Nominee for Education awards due by January 2007
    1. Award for use of IT in Education
    2. Distinguished Service to Education Award
- Follow up on AFCEA pins to present at September meeting. (Mark Sinclair and Dennis Garcia)

Golf Tournament: (Johnson) No report sent.

Vince reported on Dave's behalf:

- 155 golfers attended.
- Prizes this year were awesome.
- Treasurer's Report gives Golf Tournament totals.

Young AFCEAN: No report

- Still looking for candidates for position. One military and one civilian representative. Vince to give POC.

Publicity: (Ludington) No report sent

- Need photographer for luncheon. Possibly Kathy or Tim can be photographer.

Newsletter: (O'Neill) No report sent

Glenda reported on Kathy's behalf:

- We lack articles. It would be more worthwhile if we had items to put in, we often are copying Signal for content.
- Looking for more effective ways to disseminate information through email. Tim asked about the emails to remind members about monthly luncheon and mentioned sending it in a text format as JFCOM has problems getting HTML emails. Tim suggested using members home email addresses. Tim suggested making an announcement at next week's luncheon.

Small Business: (Lee)

James reported:

- Expect two at luncheon. Russell Myer, Lifetime Membership Cert., Henry O'Neill to collect certificate on behalf of GlobalStrata.
- Still waiting for PowerPoint from GlobalStrata.

**OLD BUSINESS:**

- Table discussion at next BOD meeting what we are going to do with web site. Web site is currently hosted by AFCEA. Glenda asked if we needed to pay for it to be built again if moved from Capstone and Dasha asked if we'd bought design. James added he pays \$12 a month for Yahoo to host his web site.

**NEW BUSINESS:**

- ELC (Executive Leadership Conference) information to be included in October Newsletter. Rachel will send information to Kathy.
- Send Action Items to Rachel Blair.

The meeting adjourned at 12:50 PM.

The next AFCEA Hampton Roads Chapter Board of Directors meeting is scheduled for Tuesday, October 17<sup>th</sup> at 11:30 at the Town Point Club.