

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

Tuesday, October 17, 2006

The Executive Board of the Hampton Roads Chapter of AFCEA was called to order at 11:45AM by Mark Sinclair on Tuesday, October 17, 2006. The following members were in attendance:

President:	Mark Sinclair
Vice President:	Glenda Bluhm
Secretary:	Rachel Blair
Golf Committee:	Dave Johnson
Publicity:	Whit Ludington
Awards:	Dasha Little
Scholarship/Education Programs:	John Oakes
Small Business	James Lee

Other Attendees: None

CHAIR'S OPENING COMMENTS:

- \$1000 Science Teaching Tools from AFCEA Intl.
- \$2000 for lost previous check from AFCEA Intl.
- Suggested that at future science teacher award luncheons Programs should arrange a visionary guest speaker who in some way can be linked to the teachers

COMMITTEE REPORTS:

Secretary: (Blair)

- September's minutes reviewed and approved without amendment.
- Mark asked for a motion to accept the minutes, and a motion was made and seconded.

Treasurer: (Shahayda)

Vince reported: Absent

- Loss on October luncheon. Need to account for guests (teachers). Make transfer from scholarship to general fund to pay for teacher's lunches. If so, we come ahead on luncheon.
- See the attached Treasurer's Report for details.
- Mark asked for a motion to approve the Treasure's Report, and a motion was made and seconded.

Military Affairs:

- Board will fill vacancy of VP of Military Affairs position as has been made vacant with Jackie McElhannon going to Iraq. Cmdr. Bransom appointed by the Board to fill vacancy.
- Mark asked for a motion to approve the new appointment, and a motion was made and seconded.

Membership: (Garcia)
Dennis reported: Absent

Programs: (Harschutz)
Tim reported: Absent

- See the attached Program's Report for details.

Scholarships: (Oakes)

John reported:

- AFCEA Intl. wants information on how we spend money on Science Teaching Tools. Treasurer's Report reflects the scholarship. Regional keeping funding levels the same as last year.
- Fundraising. TASC promised \$1000 [contribution to Tidewater Regional Science Fair](#). Is trying to get an organizational contribution from HRTC.
- Suggested Newsletter write about the individual contributions made.
- Invite Danny Peters or equivalent to accept money for Science Fair at November luncheon.
- In regards to Greg Starling for the estate of Richard Orrin Black we have not received monies for scholarship programs. Mark suggested we should write it off.
- Renewal Policy. 7 students can come back for a renewal, and only have 2 new awards. If we increase the number of scholarships then we will have more renewals. John would like to keep the same number of scholarships as last year.
- NJROTC Awards. Only received 2 applications first year. Last year we had 0 applications. John would like to propose extending the program [from 11 NJROTC units in the five cities of our primary membership area to all 16 NJROTC units in the Hampton Roads area. This would involve adding 5 units that are in that are in Newport News and Hampton, cities within the primary membership area of the Tidewater Chapter.](#) . Mark wants in writing the outline of situations. [After discussion, John Oakes was tasked to contact the Tidewater Chapter to ask if they want to con-sponsor, co-fund the NJROTC Leadership awards program. BOD agreed to expand the program with or without co-funding by the Tidewater chapter.](#)
- Discussion on profit sharing from TechNet. Proposing \$2500 contribution to AFCEA Education Foundation. Motion asked for to accept scholarship, and a motion was made and seconded.
- Amend Scholarship Budget to reflect Treasurer's Report. Motion asked for to accept the amendment, and a motion was made and seconded.
- See the attached Scholarship's Report for details.

Deleted: Naval district this is available.

Deleted: , 5 units in AOR doing it for X years. Opportunity to pick up 5 chapters. Without offering opportunity to jump in on it.

Awards: (Little)

Dasha reported:

- \$41.97 for frames/paper for AFCEA certificates
- Award presented to Shane Deichman expense was \$157

- Difficulty getting IP's of the Month. Glenda suggested that Cmdr. Bransom can assist us with the military side. John Oakes said he could give the name for an IP. Glenda recommended going to companies involved with AFCEA and ask them for help directly.
- Dasha presented 2005 Report. Put in budget Professional Memberships.

Golf Tournament: (Johnson)

Dave reported:

- Final reconciliation of spreadsheet should have around the same amount as last year, approx. \$27,000.

Young AFCEAN: No report.

Publicity: (Ludington)

Whit reported:

- Thank you to James, Tim and Steve for their help in keeping us in Signal.
- Can only submit 3 pictures a month to Signal. Try to include IP, Scholarship and Speaker. If we have 4 or more, we have to decide what to put in Signal.

Newsletter: (O'Neill)

Kathy reported: Absent

- Glenda reported on Kathy's behalf that she is working on email list and we will be talking to JFCOM about their firewall.

Small Business: (Lee)

James reported:

- \$40 reimbursement for picture frame.
- 2 certificates still to give out.
- Small businesses who are coming up for renewal and pay early (in December) receive a \$75 reduction in membership fees. Mark suggested we put a piece in the newsletter about this reduction in fees.

OLD BUSINESS:

- Clock for Monica Sheperd.

NEW BUSINESS:

- Motion asked for to accept the clock as a speaker's gift, and a motion was made and seconded.
- Combining with NDIA on Transformation TechNet.
- Newsletter, difficulty pushing it out. Graphics stopping it from getting through firewall. If newsletter is prepared early enough, we can get it posted to Web site. Suggested we send email in plain text advertising newsletter on Web site. It was brought up as to how many members would make the effort to look at the newsletter if it was only posted on the Web site.

- Web site. \$720 due for last year's maintenance. Will be sent to Vince. Motion asked for to pay for Web site maintenance, and a motion was made and seconded.
- Change Web site. Web site contract ends in October. \$120 per month for Web site maintenance provides for two hours support at \$60/hr. Have a tough time getting content for Web site. Membership page on Web site will be scrapped. Need to make a decision about Web site. Extend Web site contract for 6 months.
- Dasha brought up providing as part of the award complementary AFCEA memberships to IP's of the Month.
- Mark said he needs budgets for next month's meeting from all committees so as to be able to vote on next year's budget. Reminder for BOD to bring their budgets to November's meeting or send in ahead of time.

Deleted: Graphic designer at \$52 an hour.

The meeting adjourned at 1:17 PM.

The next AFCEA Hampton Roads Chapter Board of Directors meeting is scheduled for Tuesday, November 21, 2006 at 11:30 at the Town Point Club.