

Minutes of Hampton Roads AFCEA Chapter Executive Board

Tuesday, April 17, 2007

The Executive Board of the Hampton Roads Chapter of AFCEA was called to order at 11:30 AM by Mark Sinclair on Tuesday, April 17, 2007. The following members were in attendance:

President:	Mark Sinclair
Vice President:	Glenda Bluhm
VP Plans & Programs:	Tim Harschutz
Secretary:	Rachel Blair
Treasurer:	Vince Shahayda
Young AFCEAN:	Russ Harrell
Publicity:	Whit Ludington
Newsletter:	Kathy O'Neill
Scholarship/Education Programs:	John Oakes
Small Business:	James Lee

Other Attendees: Nancy Rantanen

COMMITTEE REPORTS:

Secretary: (Blair)

- Mark asked for a motion to approve the March minutes with correction, and a motion was made and seconded.

Treasurer: (Shahayda)

Vince reported:

- See the attached Treasurer's April Report for details.
- Mark asked for a motion to accept the Treasurer's Report, and a motion was made and seconded.

Military Affairs: (Bransom)

Wendy reported: Absent

Membership: (Broderick)

Alfred reported: Absent

Programs: (Harschutz)

Tim reported:

- May speaker is Capt. Laurence Slade, and the topic is 2nd Fleet.
- July speaker is Tim Baker, TD, Joint Warfighter.
- Mark asked if we want to stay at the Holiday Inn until the New Year. It's a good venue, but can they guarantee space in December? Any possible price break?
- June Luncheon notice needs to be sent out.

Scholarships: (Oakes)

John reported:

- Science Fair enjoyed by all.

- Resume to be submitted to National Fair and need to do more publicity.
- List not provided of the participants.
- Selection Board will be held Saturday, May 12 at John's house and more participation needed. Notice will be sent out.
- NJROC. May and June Awards at the schools. These will be held at local schools.
- HJROC on April 7 in HR. Spring ceremony attended by John Oakes. April 19 for the Army will be attended by Russ Harrell.
- Education Award to be presented at the June luncheon.
- See the attached Scholarship's April Report for details.

Awards: (Little)

Dasha reported: Absent

- Awards were submitted on time.
- Thank you Dasha for a good job done.
- Nancy thanked the BOD for selecting Mike Gill as IP of the Month.
- Mark asked for nominations to be sent to Dasha. He wants her to have a pipeline of candidates.

Golf Tournament: (Johnson)

Dave reported: Absent

Young AFCEAN: (Herrell)

Russ reported: Absent

- Looking to Oct-Sept and freshman orientation to solicit new members and interest in organization. Looking to work with ODU, ECPI, and TCC to see if there is a good date to come out. Nancy recommended contacting ITT as well.
- Looking to link with mentors and the possibility of a Mentors Dinner. Mark recommended Russ write an email to send out for interest to AFCEA.
- Booth at Transformation Warfare, and looking for people to man the booth.

Publicity: (Ludington)

Whit reported: No report.

Newsletter: (O'Neill)

Kathy reported:

- Kathy requested getting reports to her in a timely manner.
- Nancy mentioned difficulty with NMCI, and getting the newsletter at home rather than work. She then forwards the email to NCMI from her home. What is causing the block on the emails to NMCI?

Small Business: (Lee)

James reported:

- Corporate membership has really picked up. James wonders what we have done in order to increase the membership, because we need to continue doing that. Nancy said she has been promoting AFCEA to businesses she meets.
- Portion of fees for new membership. James asked about where the checks are from the membership. There is no portion for individual members. Monies for

corporate members only. Mark believes we may need to write a letter to get our portion of the fees. Also giving in our Annual Report on time will get our fees.

OLD BUSINESS:

- Mark asked about the business cards. Board members will be responsible for printing their own cards.
- Glenda mentioned she will be putting together the strategic plan minutes together.

NEW BUSINESS:

- Mark asked about nominations and elections coming up this year. He mentioned past presidents and their participation with the Board.
- Mark asked Nancy to chair a nominating committee of past presidents. Nancy declined to head the committee, as she would not be able to fit it in her schedule. Mark will send an email to past presidents to ask who would like to be on a selection committee and who would like to head the committee.
- Mark mentioned he is not interested in continuing his role as president for upcoming elections.
- Nancy recommended going back to previous IP's of the Month and seeing how we can engage them in becoming involved on the Board.
- Mark asked for us to put up the nominations on the slate for July, elections held in August and officers installed in September.
- John brought up the contract for the web site. Have set a rate for maintenance at 1 hour per month. Gave Vince the invoice for the \$60. John updated the education pages, but for the other pages we would need to supply John with the article written.
- Cannot have the names and numbers of people on the web site unless they have given us permission to do so. We can list the corporations who are members, but can't have ind. names listed without permission.
- Hosting for web site is free from AFCEA Intl. Glenda recommended we sit down and talk about it as a group, maybe form a committee. The content of the web site is lacking.
- Web site content cannot be updated unless it is sent to John. Mark asked Glenda to look at the web site and to go ahead and set up a committee to see how we can address the problem if content. To report back in a couple of months.
- Chapter has agreed to buy a table at Transformation Warfare. Who can attend on behalf of the Chapter, as Mark is unable to. Nancy mentioned she would like to attend.
- Five people have been working hard to make sure that Transformation Warfare is a success. Steve Kelley and the committee have been working hard.
- Glenda mentioned another organization that requested/asked if they could send out announcements to AFCEA's members. Board's policy is that we cannot send out announcements for other associations with the only exception being ASNE.

The meeting adjourned at 12:50 PM.

The next AFCEA Hampton Roads Chapter Board of Directors meeting is scheduled for Tuesday, May 15, 2007 at 11:30 at the Town Point Club.