



Minutes of Hampton Roads AFCEA Chapter

Executive Board

Date: April 20, 2010

The Executive Board of the Hampton Roads Chapter of AFCEA was called to order at 11:55 AM by Teresa Duvall on Tuesday, April 20, 2010. The following members were in attendance:

President	Teresa Duvall
VP Plans & Programs	Tim Harshutz
Secretary:	Amanda Jordan
Treasurer:	James Lee
Membership Committee	Al Broderick
Editor Newsletter:	Kathy O'Neill
Publicity Committee:	Whit Ludington
Scholarship/Education Committee:	Mary Yager
Small Business Committee:	Deputy – Patti Hamilton
Young AFCEAN Civilian:	Penny Morgan
Chapter Webmaster	Darrel Purdy
Past Presidents:	Mark R. Sinclair

President's Opening Comments: (Teresa Duvall)

- Looking forward to the Joint Warfighting Conference. Teresa Duvall asked the board members to pick up posters for the JWC.
- Teresa Duvall expressed her gratitude toward all the board members by thanking them for their hard work and having the opportunity to watch the board mature. She also welcomes LCDR Doug Vanderlip as our Vice President for Military Affairs to the Board and is very excited to have him aboard.
- Thank you, Mark Sinclair, a past President for joining us today.

Review and Approval Minutes

- Teresa Duvall asked for a motion to approve the March 2010 minutes as read and a motion was made, seconded, and passed.

OFFICER'S REPORTS:

President: (Teresa Duvall)

- See opening comments.

Vice President: (Eric Markland) – Absent

Vice President for Military Affairs: Doug Vanderlip - absent

Vice President for Plans and Programs: (Tim Harschutz)

Reported:

- Sending invitation to Admiral Deets to speak at the June Luncheon
- Rob Carey has confirmed to speak at July Luncheon
- See the attached updated Speaker's List

Secretary: (Amanda Jordan)

- Decided for all board members to send their monthly reports and input for new business to Amanda Jordan by Friday before the Board Meeting.

NEW BUSINESS:

- Joint Warfighting Conference (Tim Harschutz) – Currently, we are in good shape for volunteers and we are continuing to take more. There are open slots for volunteering for AFCEA Booth. The volunteers will be used to funnel people at lunch to avoid people congregating. The flag escort issue will be fixed this year at the conference. A list of all members attending the luncheon on Tuesday, May 11 will be sent to Al Broderick. Teresa Duvall would like to present a big check (physically) at the luncheon to AFCEA International.
- Website Update (Teresa Duvall/Darrel Purdy) – The website is always in need to be updated. Please send website updates to Darrel Purdy. Tim Harschutz is going to add a link to the JWC. Per Teresa Duvall's request, the wording on the About Hampton Roads Chapter on the Home Page needs to be updated. The website also needs a link to join AFCEA International to help potential members join.

OLD BUSINESS:

- Publicity in Signal for Rob Carey (Tim Harschutz) – Each chapter is allowed 3 free publicity ads per year for the SIGNAL Magazine. One of these ads will be used to advertise for the Golf Tournament. Another ad should be used for Mr. Rob Carey speaking at the luncheon in July. The ad needs to be put in 3 months in advance. Per Teresa's request, we will be checking in to see if we can submit the ad for Rob Carey in time.
- 50/50 Raffle tax requirements (James Lee) – Waiting on the accountant to get back to James Lee regarding the tax issues/personal donations with 50/50 Raffle tickets.
- Lunch & Learn Update – Rescheduled to June BOD Meeting

- Civil Servants Attending Luncheons – In order to open tables to civil servants, it must be completely random. Teresa Duvall recommends New business item in June BOD meeting to consider opening the sponsored tables to civil servant personnel and bring to a vote.

COMMITTEE REPORTS:

Treasurer's Report: (James Lee)

Reported

- See the attached April 2010 Treasurer's report.
- Mark Sinclair asked for a motion to approve the July 2009 treasurer's report as read subject to future audit and a motion was made, seconded, and passed.

Publicity Committee: (Whit Ludington)

Reported:

- Almost ready to send in Memo to SIGNAL Magazine

Awards Committee: (Frank Kleen)

Reported: Absent

Newsletter: (Kathy O'Neill)

Reported:

- Please keep sending input for Newsletter
- The rate structure change for members vs. non-members will be noted in Newsletter.

Chapter Webmaster: (Darrel Purdy)

Reported:

- See the attached April 2010 Website Report for details.

Golf Committee: (Dave Johnson)

Reported: Absent

- Committee Meeting to be scheduled in early May to start putting full court press on former sponsors and potentially new sponsors.

Membership Committee: (Al Broderick)

Reported:

- This month, there is one 5, one 15, and one 20 Year Membership. The 20 Year will be announced at the luncheon.
- Currently, we have 493 members.
- This month, we have 25 renewals and 5 have already renewed.
- See the attached April Membership Memorandum for details.

Scholarship/Education Committee: (Mary Yager)

Reported:

- Mark Sinclair made a motion to authorize scholarship selection board to add up to \$3,000 over and above the budgeted \$25,000 in amounts of their discretion to scholarship awardees. Amanda Jordan seconded and the motion passed unanimously.

- Mary Yager motioned to increase the donation to international check to \$2,000 for this year and Mark Sinclair seconded the motion and the motion was passed with all members present in favor.
- See the attached April 2010 Education and Scholarship Report for details

Small Business Committee: (Deputy Patti Hamilton)

Reported: Absent

- Patti Hamilton noted that International redesigned the Small Business Letter
- Continue to work on Small Business Plan.
- See the attached April 2010 Small Business Committee Report.

Young AFCEAN Civilian: (Penny Morgan)

Reported: No Report

Historian: (Don Owen)

Reported: Absent

Closing Comments: (Teresa Duvall)

Thank you and I appreciate every for being here.

The meeting adjourned at 1:26 PM.

The next AFCEA Hampton Roads Chapter Board of Directors meeting is scheduled for Tuesday, May 18, 2010 at 11:30 AM at the Town Point Club.