



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

Date: May 20, 2008

The Executive Board of the Hampton Roads Chapter of AFCEA was called to order at 11:58 AM by Glenda Bluhm on Tuesday, May 20, 2008. The following members were in attendance:

President	Glenda Bluhm
Vice President:	Teresa Duvall
Secretary:	Mary Yager
Treasurer:	Vince Shahayda
Editor Newsletter:	Kathy O'Neill
Golf Committee:	Dave Johnson
Publicity Committee:	Whit Ludington
Awards Committee:	Dasha Little
Scholarship/Education Committee:	John Oakes
Historian:	Don Owen
Past Presidents:	Mark R. Sinclair
Others Present:	Renee Martin

Review and Approval Minutes

- Glenda Bluhm asked for a motion to approve the April 2008 minutes, a motion was made, seconded, and passed.

President's Opening Comments (Bluhm):

Glenda Bluhm welcomed all in attendance and thanked Tim Harschutz for taking minutes at the April 2008 meeting.

Treasurer: (Shahayda)

Reported:

- Due to the charges we pay for credit cards, we need to encourage their use by those attending the luncheons. It was suggested we put it in the newsletter. Vince will provide the wording for the newsletter.
- See the attached May 2008 Treasurer's Report for details. A motion was made to approve the May 2008 Treasurer's Report, seconded, and passed.

OLD BUSINESS:

- IRS Penalty 2005/2006 (Vince) – International submitted a request for abatement; IRS responded negatively in a form letter. The international accountant is filing an appeal

to not pay the \$600-\$800 penalty. Vince will ask the International CFO if we should go ahead and pay now and request reimbursement if the appeal is granted. Vince will take for action to ask International CFO, (1) If we should pay now but continue to fight and (2) What account has to pay the deficit, the general fund or the scholarship fund?

- A motion was made to follow International guidance and pay to stop any further penalties if that is the recommendation. Motion was seconded and passed.
- 2007 Taxes were filed on time – there should be no forthcoming issues.
- Financial; Review (Vince) – A financial review will be conducted on Friday, May 23, 2008 by Joe Yurso, James Lee and Glenda Bluhm.

OFFICER’S REPORTS:

President (Bluhm): No Report

Vice President (Duvall): No Report

Vice President for Military Affairs: (Layne)

Reported: Absent

- No Report

Vice President for Plans and Programs: (Harschutz)

Reported: Absent

- No Report

Secretary: (Yager)

- Still awaiting access to International online for selected officers to complete reporting requirements. Glenda Bluhm has for action.

COMMITTEE REPORTS:

Publicity Committee: (Ludington)

Reported:

- Whit is traveling more in his job and really needs an assistant to cover when he cannot be at the monthly luncheons or BOD meetings.

Awards Committee: (Little/Thomas)

Reported:

- We received notification that the Hampton Roads Chapter won three awards, but no individual awards. Thank you to the efforts of involved. Special “Thanks” to Mark Sinclair, Teresa Duvall and Steve Kelley for helping with award submissions and the Membership Chair for all his work.
- Dasha introduced Renee Martin, a soon to be retired Naval Officer who is interested in being active with our chapter.

Golf Committee: (Johnson)

Reported:

- Dave encourages the BOD members to take the Golf Support letter back to their companies and solicit support.
- Dave will also send a copy of the letter to TASC for distribution to the TASC membership.

Membership Committee: (Broderick)

Reported:

- Next month we have over 30 memberships coming up for renewal.
- Glenda acknowledged the “Great Job” AI has been doing keeping up with expiring memberships and notifying them in advance.
- Dasha asked if we needed to follow-up with the “Lunch and Learn” attendees about joining AFCEA. AI will take for action and email Sylvia for a list of attendees.
- AI will email the new Corporate Member POCs to the Gold Committee for sending a letter about the Golf Tournament.
- AI emphasized that BOD members need to keep their membership up-to-date.
- See the attached May 2008 Membership Memorandum for details; corrected to read the recognition will be at the July Luncheon since the June luncheon will be held in conjunction with the Joint Warfighting Conference.

Scholarship/Education Committee: (Oakes/Blair)

Reported:

- Scholarship Awardees have been selected and notified; we still need to present them. New awardees are usually presented at the school Academic Awards Banquet. Returning awardees will be presented at chapter luncheon’s if possible.
- NJROTC Awards – three have been presented; John will need assistance with presenters for some of the remaining awards.
- Rachel Blair has the Science Teaching Tool Awards for action. She will advertise to the schools before the end of the year for next years submissions, which allows them to start working on it over the summer. We will advertise our intention is to award about \$8K for Science Teaching Tools.

Deputy for Education for Navy JROTC: (Campbell)

Reported: Absent

- No Report

Small Business Committee: (Lee)

Reported: Absent

- No Report

Chapter Webmaster: (Kelley)

Reported: Absent

- No Report

Young AFCEAN Civilian: (Herrell)

Reported: Absent

- No Report

Newsletter: (O'Neill)

Reported:

- No Report

Historian: (Owen)

Reported:

- Don has been through everything he was provided. He is missing the Chapter Charter to make all records complete. Glenda has it and will provide it to him.

NEW BUSINESS:

- Upcoming Speakers include:
July 8 – Dave Wennergren
August 12 – Mr. Rob Carey, DON CIO
September – Installation of New Officers; we usually have an AFCEA Speaker
- Standing Committees (Glenda Bluhm) – Discussion postponed to next meeting.
- BOD 2008 Slate (Mark Sinclair) – We still have several vacancies. Mark Sinclair will disseminate the slate when it is complete. Remember the webmaster, Historian and Deputies are appointed not elected.
- Director's insurance needs to be resolved at a future meeting.
- The Career Fair is tentatively scheduled for the July/August 2008 timeframe.

Closing Comments:

Glenda Bluhm is now with CIBER and they support AFCEA and will allow her continued participation.

The meeting adjourned at 1:03 PM.

The next AFCEA Hampton Roads Chapter Board of Directors meeting is scheduled for Tuesday, July 15, 2008 at 11:30 AM at the Town Point Club.