

Minutes of Hampton Roads AFCEA Chapter Executive Board

Tuesday, September 25, 2007

The Executive Board of the Hampton Roads Chapter of AFCEA was called to order at 11:55 AM by Glenda Bluhm on Tuesday, September 25, 2007. 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
Awards Committee:	Dasha Little/LCDR Gary Thomas, USCG
Scholarship/Education Committee:	John Oakes
Small Business Committee:	James Lee
Chapter Webmaster	Steve Kelley
Past Presidents:	Mark R. Sinclair

Opening Comments (Bluhm): From Glenda Bluhm, "Great Job on the Golf Tournament, Thank you." As of today, please use Glenda's home phone number or cell phone number to contact her.

Vice President (Duvall): No Comments.

Secretary: (Yager)

- The most recent version of the BOD Directory listing was provided to all in attendance. Please ensure Mary Yager gets all additional updates to by the end of this week so it can be finalized.
- Every attempt will be made to get Draft minutes out to all BOD members within a week of the meeting. Please return comments so the minutes can be finalized and ready before the next BOD Meeting and posted on the web site in a timely manner.
- Glenda Bluhm asked for a motion to approve the August minutes, as amended and a motion was made, seconded, and passed.

Treasurer: (Shahayda)

Reported:

- The Golf Tournament was VERY SUCCESSFUL! Approximately \$29,000 was raised.
- A motion was made to transfer from the general fund to the Scholarship fund sufficient funds to bring the balance of the Scholarship fund to \$40,000. The motion was made, seconded and passed.
- A General Fund Budget needs to be developed. All BOD Members were asked to provide input for their committee budget requirements.

- Glenda Bluhm asked for a motion to approve the September 2007 Treasurers Report. A motion was made, seconded, and passed. See the attached September 2007 Treasurer's Report for details.

COMMITTEE REPORTS:

Publicity: (Ludington Absent)

Discussed:

- John Oakes said the information from the September meeting was sent to National for publicity.
- It was requested that a links tab be added to the Chapter web site including links to the AFCEA International Chapter Web Site and links to the chapters in Charleston, Jacksonville, and Tidewater. Those chapters will add our link to their web sites as well. A motion was made, seconded and passed.

Military Affairs: (Layne Absent)

Membership: (Broderick Absent)

Reported:

- See the attached September 2007 Membership Memorandum for details.

Programs: (Harschutz Absent)

Discussed:

- John Oakes said the web site has been updated through December for the Luncheon Speakers and indicates the January speaker as invited, not confirmed.
- ADM Deets presentation will be available for posting to our Web site after his November presentation in Charleston.
- We are receiving inquiries regarding the value of the clock thank you gift. It was decided that a Memo should be drafted by the Secretary to include with the clock each month declaring the value of the clock.

Scholarships: (Oakes)

Reported:

- John Oakes requested that his proposed budget for the Science Teaching Tools Awards be approximately \$8,000 \pm 5%. It is sometimes hard to hit a dollar value exactly. The motion was made, seconded and passed.
- See the attached Education/Scholarship Committee proposed budget.
- See the attached September 2007 Scholarship Report for details.

Awards: (Little)

Reported:

- Dasha Little needs two AFCEAN of the month nominees.

Golf Tournament: (Johnson)

Reported:

- This year's tournament raised about \$29,000.

- There have been requests to hold the tournament at another course that would allow everyone to golf at one time. Oceana was discussed but they do not have a pavilion for the dinner.
- The 2008 Golf Tournament is scheduled for September 5, 2008 at Bide-A-Wee.

Young AFCEAN Civilian: (Herrell Absent)

Newsletter: (O'Neill)

Reported:

- Please send the information for the newsletter quickly.
- Mark Sinclair requested that his email thanking the Board Members for their participation be included in the newsletter.

Small Business: (Lee)

Reported:

- See the attached September 2007 Small Business Report for details.

OLD BUSINESS:

- The discussion of having sponsored tables at the monthly luncheons was deferred to next month.
- Steve Kelley has received very few comments on the Web Site RFP that was distributed. Please have all comments back to him by the end of this week. Also, they will be writing a Source Selection Plan to govern the selection of the winning bid.

NEW BUSINESS:

- There is no new business to discuss.

Closing Comments: Glenda Bluhm requested that everyone please encourage their alternates to attend the Monthly BOD meetings. Also, the Secretary was asked to do a recurring calendar invite for all BOD members and their alternates.

The meeting adjourned at 1:10 PM.

The next AFCEA Hampton Roads Chapter Board of Directors meeting is scheduled for Tuesday, October 16, 2007 at 11:30 at the Town Point Club.