**American Academy of Certified Public Managers® (AACPM)**

**Board of Directors Teleconference Meeting**

**August 9, 2021**

1. Call to Order (11 a.m. EDT)
2. Roll Call
3. Board Members Present:

Dennis Martino, Past President

Debbie Smith, Treasurer

Becky Bryant, Membership Chair

Amber Ortiz, Secretary

Jana Huffaker, President Elec

Colleen Clark, Communications Chair

Welcome back Amber Ortiz from medical leave. Welcome New Board Member Colleen Clark Clark – Communications Chair. Jana introduced current board to Colleen. Colleen then introduced herself, she lives and works in Boise, ID. for the ID Commission for Libraries, she graduated in June, excited to join the board, has done communications for several other groups.

1. Also Present:

Patty Morgan, Administrator

1. Board Members Absent:

Gregory Hyland, President

Tracy Watterson, Education Chair – Newly Resigned

1. Continuing Business
   1. Review of Minutes of Last Meetings (Dennis)
      1. June 14, 2021, Board Meeting. Minutes not brought forward for approval. July 12 minutes not completed for review.
   2. Review Treasurer’s Report (Debbie)
      1. Report for July was sent to group for review. There were no questions regarding the report.
         1. Becky moved to place the Treasurer’s Report on file for audit. There were a couple of changes and Debbie emailed out the corrected report. Seconded by Dennis. A vote was taken, all were in favor, the motion carried.
   3. Membership Report (Becky)
      1. Member invoices & communications (Becky)
         1. Becky reported 125 paid members.
   4. Education Chair Report (Tracy) - Chair not present to provide report.
   5. National Conference (Jana and Dennis)

**Discuss and Vote:**  Jana discussed date, schedule, and speaker. Discussion included: 11/3 training event 8am-12noon, MST. Book Brian Elms for online $3500? In person $5000? Other? Cost for members/non? No education and keep planning session? Jana began discussion regarding November 3 as the date to concentrate on and having it be an online event from 8 am till 12. Idaho pandemic numbers are climbing with the Covid variant, and she wishes to be respectful of that. Online versus in person would help keep spread of virus reduced and allow more individuals to attend. She is familiar with Brian Elms, he had presented to the Idaho group in previous years and did good work speaking about government efficiencies. He is willing to present online for $3500 or in person for $5000. Not knowing if we have any other presenters for consideration, she is suggesting we consider him.

Also wanting to discuss clarification and priority focus of the conference as whether it is education for members and attendees or strategic planning for the board. Knowing the survey shows members want educational opportunities, but also recognizing the members have not followed through with attendance at the opportunities that Tracy has developed and made available thus far.

Dennis feels we are at a crossroad but is not saying “it is make or break time”, but we have to determine what it is that AACPM is. Feels like we must offer educational opportunities, but we must also work on strategic direction. At some point in the future, he suggests we do a call for proposals as within the membership, we have talented individuals who can provide these training opportunities. He supports the fee desired by B. Elms and requested information from Patty regarding current registration numbers.

Patty indicated we need to determine if there will be a charge for attendees who may register for online attendance and what parts of the NCPMC meeting will be streamed or not streamed. More information should be available after this week’s NCPMC meeting.

Dennis is not sure at this time if there should be a charge for online attendees. Question was presented regarding whether there was a 2020 conference/meeting. It was clarified that there was not a conference and the online meeting available to the membership was really not an annual meeting but was more of a town hall to solicit the needs and desires of deliverables wanted by the current membership. The meeting capacity did not exceed the limit of 100 attendees to the hour-long meeting.

Jana asked if we would experience a limit issue for online attendees to participate in the available sessions. Patty clarified the platform she can offer has a limit of 100 and to rent additional capacity from the venue would be expensive. Discussion regarding possible streaming via Facebook or later streaming may be an option.

Becky reminded the group, that past speakers have donated portions of their fees and or used the CPMEF as an avenue to gain tax reduction considerations. And example was Terena Allen or Carl Weber.

Clarification was provided that Carl Weber donated his speaker fee, but the CPMEF compensated for the fees charged for the individual attendee assessments completed as part of his presentation. Ms. Allen donated her fee and received the tax reduction consideration letter from CPMEF. Jana is concerned with timeline of seeking calls for proposals and actual attendance from the attempts for educational opportunities that have been tried previously this year. Also proposed possibility of doing just the annual meeting and holding B Elms as an educational opportunity for later in this year.

Colleen leans toward having the educational opportunity and if we think the attendance numbers will be higher, purchasing greater capacity via zoom and her organization can support up to a number of 300. If we wished to offer it free or a nominal fee of $10 may improve the attendance numbers. Becky supports requiring a nominal fee so folks we feel a commitment to attend. Or perhaps, free to members and small fee to nonmembers.

Becky asked about the class Dennis has done on “Using your CPM Competencies”? Dennis indicated the session can be easily modeled to fit the time availability slot. Becky also mentioned the book recently published by Jeff Kramer, former AACPM President and Henning Award recipient, “The Perfection Paradox” and who is up for a literary award with this book. Amber asked if he could possibly provide a book as a door prize for the conference. Becky indicated she would follow up with Jeff. Jana will follow-up with CPMEF for possible partnership or full subsidy for B. Elms.

Dennis motioned we hold true to B. Elms for his requested online fee of $3500 regardless of how we cover the actual fee. And if the CPMEF cannot provide any subsidy, then AACPM will cover the cost. D. Smith seconded the motion. Board agreed to proceed. Jana will follow-up with CPMEF. Rates on table are $10 for members, $50 for non-members. Get the save the date info to Patty for distribution to members and NCPMC program directors. Board is hoping NCPMC members at conference can be in audience during the taping session.

* 1. Communication update - welcome Colleen - See earlier Roll Call section.
  2. Group membership- North Carolina discussion regarding increased cost for Wild Apricot. Now we pay our AACPM portion of $432. Current capacity is 500 with 498 being in use. We have no room for NC expansion currently. AACPM may need to consider having their own Wild Apricot account which would be approximately $648 a year for a 250 capacity.
  3. Dennis generated historical discussion regarding attendance that was supported as a result of the House of Delegate structure that existed prior to 2014. Discussion regarding having our own web site regarding not being a sub to the NCPMC site. Our URL site name of [WWW.CPMACADEMY.ORG](http://WWW.CPMACADEMY.ORG) was clarified. Collen supports moving to our own Wild Apricot account. Two issues: 1) Website and 2) Capacity Debbie suggest having our own account for the additional capacity. The $216 will not make or break us with our current budget situation. Dennis and Becky to follow-up with NC.
  4. NC proposal to join as group- need final minimum to discuss impact on website – Becky indicated that the agreement with NC may be based more on supporting them in their endeavors and through awards and scholarships, and a general newsletter helping them recognize their accomplishments.
  5. SOP review (Dennis) - No Report
  6. Update on website opportunity with Foundation (Patty) No Report
  7. Old Business – 11:45 a.m.
  8. New Business – 11:50 a.m.
  9. Adjournment – Meeting adjourned early as Dennis had a commitment.

**Action Items of the AACPM Board of Directors**

**Taken During the**

**July 12, 2021, Meeting**

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| **This action item** | **will be completed by** | **on or before** |
| Follow up with BOA regarding banking signatures | Debbie | Next board meeting |
| Move and vote on June, July & August meeting minutes | Board | Next board meeting |
| Ask NCPMC for time to request collaboration with outreach to participants and graduates | Dennis | Annual Meeting |
| Visit with ASPA regarding agreement fee schedule | Dennis |  |
| Send Board cost needed for website update | Patty | TBD |
| Consider professional development with NCPMC at Nov. meeting | Board | Next board meeting |
| Gather info regarding AACPM website RSS feed for job board for members | Patty | TBD |
| NC membership- total dollars in agreement and when to expect fees (totally annual?) | Becky | Next board meeting |
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