

**American Academy of Certified Public Managers®
Board of Directors Teleconference Meeting
February 19, 2020**

Board Members Present: Gregory Hyland, President; Bill Herman, Secretary; Dennis Martino, Past President; and Becky Bryant, Director of Membership,

Also Present: Patty Morgan, Red Shoe Solutions

Board Members Absent: Debbie Smith, Treasurer and Hope Obika Waobikeze, Director of Education

The President confirmed a quorum was present and convened the meeting at 11:07 AM (EST).

January 10, 2020 Meeting Minutes:

Dennis Martino moved to approve the January 10, 2020 meeting minutes as presented. Seconded by Becky Bryant. A vote was taken, all were in favor, the motion carried.

AACPM Membership Report:

Becky Bryant reported the AACPM Membership, as of February 18th, included 110 active members including one new member pending payment. There are another 42 members who were due to renew their membership in February 2020 which, if renewed, would bring the AACPM membership to 152 members total. During 2019, it was reported the average membership for the year was 101 members fluctuating during the year from a low of 74 to a high of 124.

Becky Bryant made the observation that each month we lose some members and gain some members, but basically are holding steady at 100 to 110 members. She voiced her wish that there was better consistent support of the AACPM across the board from the MCPMC programs in promoting this benefit for their alumni.

Patty Morgan indicated she would draft a letter to all pending renewals for either Becky or Greg to sign to encourage their renewal.

Patty Morgan left the meeting at 11:24 AM.

Director of Communications

Greg Hyland noted since the Board's January meeting the Board received a volunteer to fill the vacant Director of Communications position on the Board. He indicated his understanding from the Board's January discussion that the position was not going to be filled, but that Becky Bryant, Bill Herman and Greg Hyland would serve as a Communications Committee

for the foreseeable future until the Board worked through the future planning for the organization.

Dennis Martino noted he understood the Board was going to forgo the filling of the President-elect's position for the current year and the Past President would assume the duties and responsibilities associated with the position, but he did not recall that we would not fill the Communications position. Becky Bryant also indicated she would be willing to fill the position for the ensuing year as there was a volunteer to do so. Bill Herman noted his understanding of the last Board meeting was the same as Greg's, and he further noted his concern about the finances for the AACPM, indicating whether the AACPM hosted an annual conference in 2020 or held a face-to-face Board meeting, each Board position filled would cost between \$1,200 to \$1,500 in travel expense to the AACPM and its dwindling financial resources.

Through discussion, the consensus of the Board was that we would not fill the Director of Communications position due to the limited financial resources of the AACPM, but would ask volunteers to join the AACPM Communications Committee.

Dennis Martino further recommending holding off to allow time for the Board to re-look at the by-laws to determine potential long-term issues including Board structure. He thought this could potentially result in the combining of duties that may make sense and reduce the size of the Board. Greg Hyland noted the Board had expanded over time due to the growth of the organization and the interest in providing more opportunities for members to participate, but the reverse may make sense while there is a contraction in membership.

Dennis Martino moved to formally not fill the President-elect position in 2020 and to have the Past President assume the duties and responsibilities of the President-elect's position. And, further, to not fill the Director of Communications position in 2020 due to limited financial resources, but to work on communications through a Communications Committee consisting of Board members and volunteer AACPM members. Seconded by Bill Herman. A vote was taken, all were in favor, the motion carried unanimously.

Becky Bryant volunteered to reach out to Emmanuel Marenini of Texas to serve as a member of the AACPM Communications Committee.

Update on CPM Education Foundation

Greg Hyland noted he had anticipated Education Foundation President Steve Mastro would be on the teleconference call to discuss the current status of the Foundation. Bill Herman noted he could, at a minimum, report the Foundation was working to reenergize their Board of Directors and he was aware that he and Dennis Martino had accepted an offer to become members of the Board. He also noted Debbie Smith serves on the CPMEF Board as well, and he believed there was a third Board position they were also working to fill before the CPMEF Board holds a meeting in May. Dennis Martino indicated that was also his understanding, and Greg Hyland thanked Dennis and Bill for being willing to serve in this additional capacity. Greg hoped to be able to have Steve Mastro join the Board for a future meeting.

Discussion on Annual Conferences

Greg Hyland noted there has been ongoing conversations about whether the AACPM would continue to hold annual conferences or do something different, and he felt they needed to make a timely decision if a conference was to be held in Idaho in October 2020. Dennis Martino confirmed the conference location would be Coeur d'Alene, Idaho and that his most recent understanding from Patty Morgan is that the cost for the conference was going to be close to the costs incurred at the 2018 Conference in Atlanta, Georgia. Dennis noted he thought the Atlanta conference cost the AACPM close to \$12,000 inclusive of the Board members travel costs, while the 2019 costs for meeting in Omaha, Nebraska was less than that. Several Board members requesting the cost information for facilities, hotel rooms and meals for Coeur d'Alene be shared with the AACPM so they could make an informed decision moving forward.

Dennis Martino suggested as a possible alternative, the AACPM consider being represented at the Idaho NCPMC meetings by Dennis Martino (as both an AACPM officer and a NCPMC board member) and Becky Bryant as the NCPMC Liaison. He felt that would be a good interim measure to maintain ongoing relations with the NCPMC. And, should that make sense, the AACPM Board plan to conduct a face-to-face meeting in the spring in the form of a two-day retreat to look at reinventing ourselves for moving forward.

Greg Hyland noted the past suggestion of conducting a survey of the AACPM membership, as well as a teleconference meeting to determine what they wanted from the AACPM. He thought a simple one question survey about whether to host a conference in 2020 would be helpful, but several Board members cautioned that it is easy to say "Yes" to the holding of a conference, but the more important information would be would they attend, what is the price point that makes that possible, etc.

Becky Bryant noted the AACPM had conducted a member survey a few years ago and there is likely still valuable information in that survey. She liked the idea of a teleconference noting they had done that about three years ago with more than 30 people participating and providing very helpful information to the Board.

Bill Herman cautioned that before a fruitful survey or teleconference is held, he felt the Board needed to establish recommended items or issues for discussion by the larger group such as a need for a certain number of members to maintain viability; a need for members to attend a conference if held; a need to have candidates for AACPM Board positions, or the like. He suggested most individuals will be able to react to specific proposals and offer input and suggestions accordingly, as opposed to just an open forum.

Greg Hyland agreed with that overall premise, but thought the Board did need input on the potential of a conference. He indicated he thought the idea of a biannual conference would work, and could be more financially viable.

Becky Bryant indicated she felt there had to be time on the NCPMC schedule to have a business conversation with the AACPM if she and Dennis were going to go to Idaho. She indicated her strong belief the AACPM needs them to sustain these efforts for the CPM graduates, which are their alumni. Without the ability to formally have the conversation and what expectations are of each other, she was not sure it would be productive for their attendance at the Idaho meetings.

Bill Herman asked Dennis Martino if it would be possible to include the AACPM and NCPMC relationship as a business item on the NCPMC schedule to allow for the type of discussion Becky was recommending. Dennis indicated that it was, and he would speak to both Hector Zelaya of Arizona, NCPMC Chair, and Patty Morgan on this item.

In further noting a potential AACPM Board retreat, Dennis Martino suggested the potential of meeting in either Oklahoma as a middle point between Board members or in New Hampshire, where the AACPM would general avoid the travel expense for two Board members. His thought was a schedule that would have Board members traveling on a Thursday, holding meetings on Friday & Saturday, and then traveling home on Sunday. There was a consensus this was a workable schedule and approach.

As a result of the discussion, there was unanimous consensus among the Board members to hold a face-to-face Board retreat in either Oklahoma or New Hampshire in the April or May time frame, to not host an AACPM Professional Development Conference in 2020, and to have Becky Bryant and Dennis Martino represent the AACPM at the NCPMC Meetings to be held in Idaho in October.

Dennis Martino agreed to contact Hector Zelaya and Patty Morgan concerning the October meetings, and to reach out to Debbie Smith to determine whether Oklahoma or New Hampshire would be preferred for an April or May Board meeting.

Treasurer's Report:

The Treasurer provided a written report in advance of the meeting which reviewed the expenditures and revenues with the Board through February 18, 2020.

Becky Bryant moved to place the Treasurer's Report on file for audit. Seconded by Dennis Martino. A vote was taken, all were in favor, the motion carried.

Dennis Martino noted he seconded the motion because the AACPM has the best Treasurer and Secretary on the planet, which the President requested be noted in the minutes. Bill Herman said he would not dispute that with respect to the Treasurer.

2020 AACPM Meeting Schedule

Greg Hyland noted he was sharing the planned future Board meeting dates, all of which were planned to be held at 12:00 p.m. EST. The schedule includes:

Wednesday, March 11th

Wednesday, April 8th
Wednesday, May 13th
Wednesday, June 10th
Wednesday, July 8th
Wednesday, August 12th
Wednesday, September 9th
Wednesday, October 14th
Wednesday November 18th
Wednesday, December 9th

All meetings would be held at 9:00 AM Pacific, 9:00 or 10:00 AZ, 10:00 AM Central and 12:00 Noon Eastern.

Adjournment:

There being no further business to conduct, Greg Hyland adjourned the meeting at 12:13 PM (EST).

Respectfully submitted:

William G. Herman, CPM
Secretary