

**American Academy of Certified Public Managers®  
Board of Directors Teleconference Meeting  
March 13, 2019**

**Board Members Present:** Dennis Martino, President; Jeffrey Dinkins, President-elect; Bill Herman, Secretary; Debbie Smith, Treasurer; Becky Bryant, Director of Membership; Greg Hyland, Director of Communications; and Loretta Tillery, Immediate Past President

**Board Members Absent:** Director of Education, Vacant Position

The President convened the meeting at 1:03 PM (EST).

**February 13, 2019 Meeting Minutes:**

**Loretta Tillery moved to approve the February 13, 2019 meeting minutes as presented. Seconded by Becky Bryant. A vote was taken, all were in favor, the motion carried.**

**Treasurer's Report:**

The Treasurer provided a written report and reviewed the expenditures and revenues with the Board through mid-March. She reported the Treasurer's Bond invoice from Higgins & Rutledge Insurance has been received since the February meeting. It was for the same fee as in 2018 and is prepared for remittance.

Debbie Smith has finalized her research into financial institutions that have a national presence to allow Academy signatories to more easily be changed as officers change. The options appear limited, and the Treasurer recommends the Academy transition its accounts to Bank of America. She reported they have branches in 38 of 50 states and in all states represented by the current AACPM Board members. She noted there is no cost to open or operate an account as long as you maintain a balance of \$5,000. Dennis thanks Debbie for chasing this down and making it easier for the Academy operations moving forward.

**There was a unanimous consensus of the Board members to transition Academy bank accounts to Bank of America and for the details to be worked out by the two current authorized signatories – the President and the Treasurer.**

Debbie reported she has been in contact with the Chair of the Certified Public Manager Education Foundation and is expecting the AACPM will be reimbursed the full cost of the Wilkinson Scholarship awarded for 2018. Dennis Martino noted he has received the AACPM check for the scholarship, and he and Bill Herman would be presenting the award to Police Captain Mark Bodanza during a meeting of the Hanover, NH Board of Selectmen on March 18<sup>th</sup>.

Dennis indicated the AACPM should revisit the Wilkinson Scholarship presentation as part of the Awards Committee efforts to determine who would be responsible for the award in the future – the Academy or the CPM Education Foundation.

**Loretta Tillery moved to place the Treasurer's Report on file for audit. Seconded by Jeffrey Dinkins. A vote was taken, all were in favor, the motion carried.**

### **President's Report:**

Dennis Martino reported he has designated Jeffrey Dinkins as the 2019 Conference Program Chair, but requested some volunteers to assist in this effort. The Conference Program Committee is envisioned to arrange for the conference speakers and presenters and to effectively develop the two-day program. He indicated when the Director of Education position is filled, that individual should be a member of this committee. Becky Bryant suggested Jeffrey solicit some individuals from the Georgia Society to be of assistance as it might be helpful if they were close enough to meet face-to-face versus long distance.

It was noted the capstone presentations in Georgia were very well received and an effort should be made with the Nebraska CPM Program to identify three or four Nebraska Capstone Projects that could be presented as part of the conference.

*Dennis recommended Greg Hyland could develop a message to the Academy membership that was a "Call for Speakers" for the October conference to be sent out soon to all AACPM members.*

Dennis indicated the planning for the Annual Meeting of the AACPM that would be held as part of the conference will be the President's responsibility with the assistance of the entire Board.

Greg Hyland joined the meeting at 1:30 PM.

### **Membership Update:**

Becky Bryant reported she understood the most recent Membership Report from Patty Morgan to indicate the Academy had 80 paid members with the Academy gaining five new members in February. She also indicated as a result, the AACPM would be removing 111 former members from the ASPA benefits list leaving 52 AACPM members on the ASPA list. She also indicated there were an additional 18 prior ASPA members credited to the AACPM who had not renewed. Becky felt there should be one more effort made with a Constant Contact message as a final reach out before these individuals are actually removed from the list.

Jeffrey Dinkins reported there will be 150 CPM graduates from Fulton County in the Georgia CPM Program for whom the County will be covering the first year of dues to the AACPM. This would clearly be a significant boost to the AACPM membership.

Dennis indicated he felt it would be helpful for the Academy to have a general membership brochure that could be used at graduations, in mailings or even in one-on-one discussions with potential members. He noted Bill Herman found one that had been used in the early 2000s, but would need some work to reflect the current Academy.

*Dennis Martino requested Greg Hyland, Debbie Smith and Bill Herman work on the former tri-fold brochure to make it relevant to the current membership benefits of the Academy.*

### **Duties of Officers and Committee Assignment of Officers:**

Dennis Martino had previously circulated to the Board members the current description of duties of the individual board positions, as well as the overall committee assignments of officers contained in the AACPM By-Laws and Standard Operating Procedures. He recommended the members review them with respect to their own positions to ensure we are familiar with our respective roles and responsibilities.

### **Strategic Planning Discussion:**

Dennis Martino followed up the discussion from the February 13, 2019 Board meeting with a recommendation that a sub-group or as many Board members as possible meet face-to-face to update and revise the Academy's Strategic Plan in order to continue forward progress for the AACPM. He sought to establish a timeline for completion of that effort during the current year.

Becky Bryant supported the idea and indicated the time of year does not matter to her, but indicated the meeting would need to be held on a weekend. Dennis suggested the process does not necessarily need to involve everyone, but that a team could be designated to handle the main effort, and the Board as a whole could review and comment on a draft document. He thought the earlier effort when a number of Board members met for a weekend in Little Rock, AK worked very well. Greg Hyland, Becky Bryant and Dennis Martino at a minimum volunteered to participate. Dennis felt looking at the potential of meeting in Little Rock in June for at least an all day Saturday session at a minimum, and potentially an all day Saturday and part of Sunday.

Becky Bryant felt in moving forward the CPM Program Directors need to be on board with who we are, what we want to do and how we can help each other in furthering professional development and mentoring for CPM graduates. She felt we needed to work at convincing them we can help one another. Dennis outlined a message he has prepared as Academy President to the CPM Program Directors that was in the process of being send out to the members of the Consortium. It highlighted a number of ways that the two organizations can help each other and support the CPM graduates. He intends to send the message out through Consortium Chair Ellen Freeman-Wakefield of Nebraska within the next week.

Becky also felt it was important to offer or maintain Society Support in areas where there is not a local society already in place. She felt we needed to build CPM membership in the states before we can build it nationally.

*Dennis Martino will conduct a poll of AACPM Board members for dates in June for working on the AACPM Strategic Plan to determine what can be scheduled.*

## **Unfinished Business:**

***Proclamation Requests:*** Becky Bryant had forwarded a proclamation request to Dennis Martino, but otherwise there have been no requests since the Board's last meeting.

***Awards and Recognitions:*** There has been nothing to report since the Board's last meeting.

## **New Business:**

Bill Herman asked about how the Board would want to find an individual to fill the vacant Director of Education board seat. Dennis Martino indicated he could ask someone from New Hampshire, but was concerned about having too many individuals from the same jurisdiction on the Board. Bill Herman asked about the potential of either individual who had run for Treasurer in the 2018 election. One was from Texas and the other from Georgia. He indicated he did not know either individual, but they had at least demonstrated an interest in serving by running for office.

*At Dennis Martino's suggestion, Becky Bryant indicated she would reach out to Sharon Hacker of Arkansas who attended the Board's meeting and conference activities in Atlanta last year.*

*Dennis Martino indicated he would make contact with these individuals to see if they had an interest in serving in the vacant position.*

The Board will discuss this item further at the April meeting.

## **Adjournment:**

**Debbie Smith moved to adjourn the meeting at 2:07 PM (EST). Seconded by Greg Hyland. A vote was taken, all were in favor, the motion passed unanimously.**

The President thanked the participants and adjourned the meeting at 2:07 PM (EST).

Respectfully submitted:

William G. Herman, CPM  
Secretary