

American Academy of Certified Public Managers®
Board of Directors Teleconference Meeting
June 19, 2019

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

Board Members Absent: Loretta Tillery, Immediate Past President and Hope Obika Waobikeze, Director of Education

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

May 8, 2019 Meeting Minutes:

Greg Hyland moved to approve the May 8, 2019 meeting minutes with the correction of a Scribner's error on Page 2. 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 June 19th. She reported with final checks having cleared and all information in hand, she will be closing the US Bank account and transferring all funds to the new AACPM account at Bank of America. Debbie Smith reported she has received the final reimbursement check for the closeout of the October 2018 AACPM Conference expenses, and will provide the Board a final report by the July meeting.

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

2019 Conference Budget:

The President reported a proposed 2019 Conference budget intended to establish a base conference registration fee was developed between the President, Secretary and Treasurer and had been previously circulated to all the Board members. As presented, the budget outlines per person costs for all meals and breaks, funding for a keynote speaker, a potential off-site event and funds for conference items such as pens or bags. The outline presented a potential \$219 per person cost if there was no off-site event and a \$229 per person cost which included funds for an off-site event.

There was general discussion of the outline, which was based on the potential of 20 attendees, similar to what was experienced in 2018 in Georgia. Dennis Martino and Bill Herman noted the budget was developed without the potential of possible corporate sponsorships for the NCPMC and AACPM programs, which Patty Morgan has indicated she

will work to develop. Should any sponsorships be secured, they will only enhance the conference financially.

There was unanimous consensus among the Board members to set the 2019 Conference Registration fee at \$229 per person.

Dennis Martino indicated he would report the registration fee to Patty Morgan to enable the online registration system to go live for the October Conference.

President's Report:

The President reported he has received positive feedback from many CPM Program Directors concerning an electronic message he had sent to them concerning the AACPM and support the Academy could provide to local CPM programs in terms of a congratulatory proclamations, an Askew Award, potential scholarships for their graduates, etc. He specifically noted efforts by CPM Programs in Indiana and Iowa for work being done there. Becky Bryant suggested the President's message might be tailored to new CPM graduates and outline the benefits and support the AACPM might be able to provide to them. She indicated that was an effort she would be willing to take on as the Director of Membership. Dennis Martino noted anecdotally, he was aware the Indiana CPM Program has launched its first alumni graduate day and they are being encouraged to participate on the national level. He indicated he would try to get something out to the CPM Program Directors and would work with the President-elect on potentially a joint message.

Renewal of ASPA Membership:

The President noted at the May 8th Board meeting, he was directed to re-negotiate this item with Bill Shields. He indicated he had spoken with him and ASPA is willing to make adjustments, but they also reported the AACPM has not made use of many of the member benefits afforded to us, most notably the ability to offer webinar programming. On that item, he had asked Bill Shields if ASPA could come to the AACPM's annual meeting in Omaha and outline the benefits to our members, and also potentially feature one of our workshop presentations as a webinar to the AACPM membership. He advised they would do that. Dennis indicated he was not certain exactly what the Board's interest was, so he was looking for better direction as to what the Board's thoughts were with respect to ASPA.

Becky Bryant suggested the AACPM take a hard look at the current contract and renegotiate this to be more financially viable to the AACPM. Her concern was that generally of every \$50 in dues the AACPM raises, half of it goes to ASPA. Debbie Smith viewed this more of an added benefit for AACPM members who were not already members of ASPA, as opposed to an equal benefit for all members. Becky Bryant recommended conducting a survey of the membership concerning member benefits and the sense they had of the value of benefits being offered. Bill Herman indicated it appeared most of the AACPM members don't know what their benefits are including the pieces offered by ASPA, so a survey on that point may not be productive to receive information as much as it might be to convey information these benefits exist.

Becky Bryant moved to establish a \$1,500 threshold for an ASPA renewal and to authorize the President to negotiate the terms. Seconded by Greg Hyland.

Bill Herman indicated since the May 8th meeting, he had come full circle on this issue and felt the AACPM should renew its existing agreement with ASPA as is at the \$2,500 amount. He noted everything is about numbers. With the most recent membership report indicating the AACPM had 121 members, ASPA's share of the \$50 dues was down to approximately \$21. The more members, the lower that number will go. He felt part of the reason the AACPM members had not made use of the benefits provided is that we had not done a good enough job in promoting them and making use of them. He was optimistic now the AACPM has filled the Director of Education position, webinars could become a reality. He was very encouraged with the potential of doing one from the Omaha conference. He felt the membership survey Becky suggested has merit, but it should take place after we have made an effort on this front first so members may have a better idea of what is available. He indicated he could not vote for the pending motion.

Dennis Martino felt the Board was concerned about saving money and remaining solvent, and that right now it was basically living off its savings with membership dues not covering all operational costs. He also felt the trick was to increase memberships, and that reducing benefits at this point may not be the way to go. He indicated he liked the idea of marketing the heck out of the benefits, providing the webinars we can to our members and conducting the membership survey for a final determination as the way to go for the coming year.

The vote was called with one in favor and five opposed. The motion failed.

Bill Herman moved to renew the institutional membership with ASPA for an additional year at the cost of \$2,500 with the understanding the AACPM will conduct a membership survey, focus on offering webinars to its members and generally promote the benefits to AACPM members. Seconded by Debbie Smith. A vote was taken, five were in favor and one (Bryant) abstained. The motion carried.

Dennis Martino agreed to contact Bill Shields concerning the renewal and to make arrangements for the ASPA involvement in the Omaha Conference.

Call for Nominations for Board Seats:

The President reported we are nearing the time for soliciting nominations for the 2019 election. It was agreed there were three positions up for election – President-elect (a complete three-year term including one-year as President-elect, one-year as President and one year as Past President); Secretary (two-year term) and Director of Education (two-year term). Dennis noted the President-elect was responsible for conducting the nomination and election process, and offered to work with Jeffrey Dinkins in establishing the timing of the election to be concluded at the annual meeting in Omaha.

Dennis Martino and Jeffrey Dinkins agreed to a telephone conference on June 21st.

Communications Report:

Greg Hyland noted he had previously circulated a proposed schedule and general list of information and materials needed for a quarterly AACPM membership newsletter. He was seeking the Board's input concerning the proposal. Becky Bryant, Dennis Martino and Bill Herman all indicated they had received it and thought it was a good schedule and effort for the AACPM, and needed to take place.

Becky Bryant moved to approve the proposed AACPM Quarterly Newsletter publication schedule and contents outline. Seconded by Debbie Smith. A vote was taken, all were in favor, the motion passed unanimously.

Ongoing and Unfinished Business:

Bryant Scholarship: The President indicated he had lost track of the proposed qualifications and timeline for awarding the Bryant Conference Scholarship established last year. Bill Herman indicated the Board never actually adopted qualifications or how the scholarship would be awarded. Becky Bryant asked whether the Board's intention was to cover just the conference registration fee or some potential travel expenses as well. Bill Herman indicated it was his recollection the Board was considering just the conference registration fee. Becky Bryant indicated she has been giving thought to this, and suggested the criteria include the recipient be a CPM Program graduate, a first time attendee to an AACPM Professional Development Conference, and that they provide a brief statement for the reason they would like to attend the conference and why the scholarship would make a difference.

There was unanimous consensus among the Board members to set these as the criteria for applicants for the Bryant Conference Scholarship.

Bill Herman will draft a new SOP for the Board's consideration concerning the Bryant Conference Scholarship that implement these criteria.

Henning Award: The President indicated he has looked through the AACPM SOPs and finds the Henning Award Committee in the past has been chaired by the prior year's Henning Award recipient. Where the Henning Award has not been presented for several years, and the last recipient is not currently an Academy member, he noted the current AACPM Board has two Henning Award recipients currently serving including Debbie Smith and Greg Hyland. The President asked if Debbie Smith would be willing to serve as the Chair of the 2019 Henning Award Committee, and she indicated she would be.

Dennis Martino moved for the Board to approve the nomination of Debbie Smith to serve as the Henning Award Committee Chair. Seconded by Becky Bryant. A vote was taken, all were in favor, the motion passed unanimously.

Debbie Smith indicated that she would recommend additional Henning Award Committee members for the Board's approval at a future meeting.

Adjournment:

Jeffrey Dinkins moved to adjourn the meeting at 2:17 PM (EST). Seconded by Becky Bryant. A vote was taken, all were in favor, the motion passed unanimously.

The President thanked the participants and adjourned the meeting at 2:17 PM (EST).

Respectfully submitted:
William G. Herman, CPM
Secretary