

American Academy of Certified Public Managers®
Board of Directors Teleconference Meeting
November 8, 2019

Board Members Present: Dennis Martino, President; Jeffrey Dinkins, President-elect; Bill Herman, Secretary; Debbie Smith, Treasurer; Becky Bryant, Director of Membership and Hope Obika Waobikeze, Director of Education

Board Members Absent: Loretta Tillery, Immediate Past President and Greg Hyland, Director of Communications

The President convened the meeting at 1:08 PM (EST).

October 23, 2019 Meeting Minutes:

Becky Bryant moved to approve the October 23, 2019 meeting minutes as presented. Seconded by Debbie Smith. A vote was taken, all were in favor, the motion carried.

Treasurer's Report:

The Treasurer provided a written report in advance of the meeting which reviewed the expenditures and revenues with the Board through November 8, 2019.

Debbie Smith also noted she delivered five Askew Award medallions to the Iowa CPM Program Director during the Omaha Conference, four of which the Iowa Program covered the cost. It was also noted the CPM Education Foundation had offered to cover up to \$1,500 for the Emotional Intelligence online analysis program used for a joint keynote session at the Omaha Conference.

Bill Herman moved to place the Treasurer's Report on file for audit. Seconded by Hope Waobikeze. A vote was take, all were in favor, the motion carried.

President's Report:

Dennis Martino noted since the Omaha Conference and Annual Meeting, Frank Nugent of NH, President of the NH Association of Certified Public Managers, has expressed a willingness to run for AACPM President-elect.

The Board discussed the position and the lack of a candidate during the just completed regular election cycle. By consensus, the Board agreed to extend the nomination period and election process for the position of President-elect with the following time frames:

- Announce extended nomination period to membership inclusive of a President-elect job description – November 13th
- Deadline for submission of nominations – November 27th
- Notice of electronic balloting to members: -- December 4th
- Closing of the election period and announcement of results – December 18th

Dennis Martino will connect with Patty Morgan to implement the extended nomination and election process for the President-elect position.

AACPM Membership Report:

Becky Bryant reported she had a verbal report that as of the end of the Omaha Conference on October 25th, the AACPM had a total of 135 members. Dennis Martino observed that suggests to him the goal of having 200 members by the end of 2020 is achievable.

Becky Bryant noted the new member discount Patty Morgan had discussed with the Board during the October 25th annual business meeting, and indicated the AACPM needs to promote this to potential new members at the various CPM Program graduations. Dennis Martino indicated he would work with Patty Morgan to develop a listing of CPM Program graduations dates or time frames, and suggested the reduced member rate could be part of a video message the AACPM President sends to the program graduations with a proclamation.

Bill Herman suggested we shouldn't lose sight of the multi-year membership rate package the Board had voted to implement at the annual business meeting. He suggested there was some work to determine how best to implement and handle the bookkeeping process to accurately record such payments before rolling it out to the membership. Dennis Martino also noted as a member of a local American Legion Post, he has the ability to pay an annual dues amount or a one-time larger amount of a life membership.

Dennis Martino will work with Patty Morgan to develop a master list of CPM Program graduation dates or time frames for the AACPM to use in developing a video and marketing message for each from the AACPM President.

Becky Bryant and Debbie Smith will work with Patty Morgan to determine the mechanics needed to implement a multi-year membership dues system for AACPM members with a goal of reporting back to the December meeting of the AACPM Board.

Strategic Planning:

Dennis Martino observed the work done by the Board in Omaha for the strategic planning for the AACPM, and the efforts Loretta Tillery made to capture the information and discussion into a concise document. One item he did want to note under the "Strategic Marketing" item was that it suggests the Consortium has a list of past CPM graduates. He said the Consortium does not have a list of graduates, but the individual CPM Programs do for their own programs. He reported the Consortium is working on establishing a CPM Registry of graduates, but it will be a self-reporting registry.

As part of an ongoing marketing effort, Dennis Martino noted he has included "CPM" designation in his signature block for e-mail communications with the "CPM" having a hyperlink to a description of what a Certified Public Manager is. Dennis' experience is that it has attracted some interest and notice from individuals he has e-mailed and that it might be a good thing for more individual to do. He offered to send a short explanation of how to set it

up to the Board members, and Debbie Smith suggested he also consider doing an article for the next AACPM newsletter to demonstrate how to do that to a broader audience.

Dennis Martino noted the summary of the hot topics public managers are dealing with that Loretta Tillery included as a final page in the Strategic Planning document and the topic of regionalization caught his eye. It lead him to think about the potential of the AACPM helping to possibly facilitate regional events with neighboring state alumni associations. As an example, he thought it would not be too difficult for New Hampshire and Vermont to develop a one-day program for the two states at a location near the border of the two states.

Bill Herman mentioned he was under the impression from the discussions in Omaha that a matrix and "To Do" list for milestones and potential assignment of responsibilities was going to be the next step for the Strategic Plan. Dennis Martino agreed that was the overall game plan, and he will follow-up with Loretta Tillery.

Dennis Martino to follow-up with Loretta Tillery for the development of a matrix of milestones and responsibilities for the implementation of the strategic plan.

Jeffrey Dinkins joined the meeting at 1:42 PM.

Ongoing and Unfinished Business:

Awards and Recognitions:

Wilkinson Scholarship: Dennis Martino raised the awarding of a Wilkinson Scholarship for 2020 and the potential the Board should consider getting a head of the curve and establish a time table for the application process and an anticipated award date. He also asked how many scholarships might be made available and the amount of the scholarship. It was reported historically the AACPM committed \$750 annual for the Wilkinson Scholarship which, depending on the number and quality of applications, could result in one award of \$750 or multiple awards that combined total \$750.

Discussion ensued about whether the scholarship should be paid directly to a college or institution for the benefit of the recipient or should the scholarship be paid to the recipient for their handling. Also discussed was whether the scholarship is awarded up front at the beginning of a semester or program, or if it should be after the successful conclusion of a semester. It was the consensus to continue past practice which has been to award the funds directly to the recipient and usually at the beginning of the semester.

In reviewing the AACPM Standard Operating Procedures (SOP 11.53), it was determined the AACPM had turned the handling of the scholarship application and award to the CPM Education Foundation a few years ago. But the AACPM was to determine annually how much money they would provide for the scholarship.

Bill Herman moved for the AACPM to endow the Wilkinson Scholarship for \$750 in 2020. Seconded by Debbie Smith. A vote was taken, all were in favor, the motion carried.

Dennis Martino agreed to notify the CPM Education Foundation of the AACPM's provision of \$750 for the Wilkinson Scholarship award, and to offer to be of any assistance in advancing the effort in 2020.

Henning Award: Dennis Martino suggested the AACPM Board should update language for the Henning Award nomination process moving forward. He noted the language and description in the AACPM SOPs is dated and still focused on Society nominations. Bill Herman reported the Board updated the language earlier this year, and he has not converted the master Standard Operating Procedure document to reflect the change. He noted the nominations are now allowed to come from an individual or multiple individuals, a State Society or alumni organization where one may still exist or others. However, self-nominations were not allowed. The President asked if Debbie Smith would review the revised material for any changes or suggestions she may have having most recently chaired the Henning Award process for 2019.

Bill Herman will forward the 2019 revision of the Henning Award SOP (SOP 11.51) to Debbie Smith for her review and comments back to the AACPM Board.

New Business

Dennis Martino indicated he would connect with the President-elect by telephone before the December Board Teleconference Meeting to work through transition items and provide any information he can to the President-elect.

Dennis Martino expressed his thanks and appreciation to the Board members for their contributions to the Academy during the past year he has been President. He wished everyone a Happy Thanksgiving and indicated he was thankful for all of them.

Adjournment:

Bill Herman moved to adjourn the meeting at 2:06 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 2:06 PM (EST).

Respectfully submitted:

William G. Herman, CPM
Secretary