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

**Board of Directors Teleconference Meeting**

**July 12, 2021**

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

Dennis Martino, Past President

Tracy Watterson, Education Chair

Debbie Smith, Treasurer

Becky Bryant, Membership Chair

1. Also Present:

None

1. Board Members Absent:

Gregory Hyland, President

Amber Ortiz, Secretary

Jana Huffaker, President Elec

1. Continuing Business
   1. Review of Minutes of Last Meetings (Dennis)
      1. June 14, 2021, Board Meeting. Dennis motioned the June minutes be approved as precented and recorded. Tracy seconded. Dennis, Tracy, and Debbie voted aye. Becky has not completed her review of the minutes and it is decided the June minutes will be reserved for approval consideration at next month’s meeting.
   2. Review Treasurer’s Report (Debbie)
      1. Dennis commented positively about the report and its completeness and the inclusion of the BOA statement monthly. Debbie reported the reason for including it is to forgo the need for an annual audit by a CPA. With seven sets of eyes watching the bank account monthly it saves a minimum of $1000, the annual audit fee for a CPA. Bank account with same balance as previous month. No transactions occurred.
      2. Wants to alert board that next expense to consider is the ASPA renewal agreement. Dennis will contact ASPA to discuss the possibility of a cost reduction, but also indicates that we may want to consider non-renewal as it may not be providing the deliverables desired by our members. Our members are not using the services offered by ASPA. Tracy requested information on how many AACPM members are also full ASPA members. Dennis will seek the reply to Tracy’s question.
      3. Greg completed his portion of the BOA forms, and I will go to bank to complete paperwork.
      4. Sent 5 Askew’s to Vermont and we will receive reimbursement for 4 of those. Billing to be completed via NCPMC account via Patty.
      5. Need input from Patty as to whether we can get the updated SOP’s posted to the website so the Henning Award process can be executed and direction from the board as to whether we can combine the process to include Henning Award processes for both 2020 and 2021 into the solicitation for this year’s application process? This would get us back on track. Email responses from the board indicated everyone supports the double award process if we can make it happen.
         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)
      1. Provided updates and answered questions.
      2. Tracy reviewed the report she sent to the board. Not much changed this month, and the goal of delivering three professional learning objectives were offered, but not fully participated in.
      3. The outcome was to be an increase in membership of 10%, even though there are a few new members, she cannot contribute them to the one webinar that was more successful.
      4. The second webinar had low enrollment and the third had no registrations. Both of the scheduled speakers offered to reschedule. When members were asked for input, little to none was received.
      5. Dennis is concerned about the attendance at the annual conference, due to pandemic, flights, allure to attend conferences, etc.
      6. Debbie expressed the new board members are working their hearts out and have done so many things to create opportunities for our members, but the members are still not excited or utilizing these opportunities. Tracy indicated it is disheartening to plan events and not receive participation or even respond to inquiries about what can we do differently or better to make or time the events to where they will be valuable to them, or whether organizations like this are just not what they once were.
      7. Tracy cannot attend in person even if AACPM were able to pay her travel. She would have to use personal leave, this is just another example of working organizations not valuing or supporting employees in orgs like AACPM, or ASPA.
      8. Dennis hopes a reasonable amount of the board can be in Idaho to work on strategic planning and decisions. Dennis gave examples of activities happening in NH and AR that are meeting the needs and desires of the members of the state societies. Tracy indicated she does not know of any activities in the state of VT and it sounds like their needs are met without any offerings from AACPM.
      9. Dennis again wants the board to spend the needed time to determine if there is viability to AACPM and if it can be transitioned to a resource that is less costly to our members, our viability is in question.
      10. Becky reports that AACPM membership is really only maintaining, not growing. Tracy asks what are we offering and what do have that cannot be obtained elsewhere, and if we did not exist would it matter, or would members get what they need elsewhere? Dennis – new folks would never know what they are missing from AACPM, because they have not had the opportunity to fellowship and participate in multiday conferences and operative working politics/legislation of a national organization like AACPM.
      11. Becky indicates that COVID took its toll on the activities of AR and that it is difficult for AACPM to deliver on what we promise. Perhaps our future will look different than delivering conference, perhaps we should serve more with a purpose to link the various orgs and members together. Support the programs versus providing the actual training.
      12. Dennis regardless of what the future looks like, we should continue to provide the awards and scholarships. These items would not cost so much.
      13. Tracy will offer her facilitation of root cause analysis skills to the board for assistance with a structured conversation during the process.
      14. Dennis exampled that he, Greg, Becky, and Debbie are retirees and may not be in sync with the workers of today and their needs. Jana, Amber, and Tracy are energetic and keeping pace with technology. It is a different workforce in a virtual world.
   5. Communication update (Jana) sent newsletter
   6. 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.
   7. SOP review (Dennis) - No Report
   8. Update on website opportunity with Foundation (Patty) No Report
   9. Old Business – 11:45 a.m.
   10. New Business – 11:50 a.m.
   11. Adjournment – Meeting adjourned early as Dennis had a commitment.

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

**Taken During the**

**July 12, 2021, Meeting**

|  |  |  |
| --- | --- | --- |
| **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 July meeting minutes | Board | Next board meeting |
| Ask NCPMC for time to request collaboration with outreach to participants and graduates | Dennis | Annual Meeting |
|  |  |  |
| 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 |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |