



## American Academy of Certified Public Managers®

[www.cpmacademy.org](http://www.cpmacademy.org)

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August 4, 2009

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It is my pleasure to welcome you, as a representative of your Society or as a Past Academy President, to the 2009 American Academy of Certified Public Managers® House of Delegates.

This is the final event of our Annual Professional Development Conference – held this year in beautiful Orlando, Florida.

For those of you who may be attending your first Academy House of Delegates, take a few moments to familiarize yourself with the accompanying documents in your HOD packet. These reports provide you with information about the operation of our Academy. It is the responsibility of the HOD to review and accept, modify, or reject these reports. The Academy Board is responsible for following up on these decisions. Business is conducted in the House of Delegates according to Roberts Rules of Order.

The Academy Board and Committee Chairs are a dedicated group of hard-working individuals that care deeply about this organization. If you have a question regarding information in a report, please try to contact the chair or a member of that committee for information prior to the meeting.

If this is your first Academy HOD, let me take a moment to explain how the process works:

- When you arrive at the meeting, you will turn in your election ballot and sign in. *If you cannot attend the HOD in Orlando ensure your ballot is returned prior to the meeting, at the meeting by another Society delegate, or sent in a sealed envelope to the Elections Committee chair – Greg Hyland.*
- The Academy Secretary will verify that we have a quorum present so that we can proceed with the meeting.
- Next, we will present the minutes of last year's HOD and the Academy Board meetings held since.
- We will then present reports from the various committees. Most of these reports are accepted in a "consent calendar" format, where they are accepted without discussion or comments – unless there is something a member of the HOD wishes to discuss. I draw your attention to reports with recommendations that will likely require discussion: 1) Bylaws and Ethics, 2) Finance, 3) Leadership Institute, 4) Management Practices, 5) Strategic Planning ad-hoc; and 6) Restructuring of the Academy ad-hoc. If there are other reports that you would like to have discussion on, please feel free to request that they be pulled from the consent agenda for discussion.
- Once the committee reports and other updates are concluded, we will discuss the proposed 2010 operating budget for the Academy, which will be voted on by the House of Delegates.
- After election results are announced, we will install the 2010 Officers of the Academy, which will include: President Elect, Secretary, and Member at Large for Member Affairs.
- After any additional items for the Good of the Order are discussed, we will adjourn the 2009 House of Delegates. Please remember you will continue to be a member of the HOD until the 2010 House of Delegates is convened in Oklahoma City next October.

Once again, welcome to the conference, and welcome to the House of Delegates. Enjoy your Orlando experience! Enjoy friendships both old and new! Enjoy this great opportunity!

If you see me or any other Academy board member, stop and share your thoughts about the Academy and your experiences here. Your ideas continue to make our Academy better!

If you have any questions, please feel free to contact me.



Stephen J. Mastro, CPM, MPA, CRA  
AACPM President 2009



AACPM HOUSE OF DELEGATES MEETING  
Wednesday September 23, 2009 – 8:30a.m.  
Rosen Centre Hotel, Orlando, Florida  
Preliminary Agenda

**I. Call to Order**

- a. Welcome – President Steve Mastro
- b. Roll Call – Secretary Debra Bourbeau
- c. Quorum Verification – Secretary Debra Bourbeau
- d. Verify Collection of AACPM Election Ballots – Past President Greg Hyland
- e. Review of Meeting Format – Consent Agenda Process – President Steve Mastro

**II. Presentation / Acceptance of Minutes – Secretary Debra Bourbeau**

- a. Minutes from 2008 House of Delegates Meeting – for Approval
- b. Minutes from 2008 Academy Board meeting, Columbus OH – Presentation
- c. Minutes from 2009 Academy Board Meeting, Oklahoma City, OK –  
Presentation
- d. Assembled Minutes from 2009 Academy Board Conference calls – Presentation

**III. Communications**

- a. Report from Communications & Publications Committee – Chair Barbara Pepper
  - i. Discussion / Approval of Committee Recommendations
- b. Report on website and on-line membership directory – MAL Barbara Pepper
- c. Report on meetings with the CPM Consortium – President Steve Mastro

**IV. Governance**

- a. Report from Elections Committee – Chair Greg Hyland
- b. Report from By-Laws and Ethics Committee - Chair Greg Hyland
  - i. Discussion / Approval of Committee Recommendations.
- c. Report from Mentoring Committee – Chair Greg Hyland
- d. Report from Ways & Means Committee – Co-Chair Reva Tisdale
- e. Financial and Membership Reports - Treasurer Reva Tisdale
  - i. Financial Summary
  - ii. Fiscal Review of 2008 records by CPA
    1. Approval of 2008 fiscal reports
  - iii. 2009 year-to-date financial report
  - iv. 2009 Year to date Membership Report

**V. Membership (Recognition)**

- a. Report from Henning Committee – Chair Gail Gibson
- b. Report from Management Practices Committee – co-Chair Charlene Cutting
  - i. Discussion / Approval of Committee Recommendations.
- c. Report from Wilkinson Scholarship Committee – Chair Barbara Taft

**VI. Membership Services**

- a. Report from Archivist - MAL Debbie Smith
- b. Report from Historian – Tom Patterson
- c. Report from Conference Committee – Chair Joyce Smith
- d. Report from Members Affairs Committee – Chair Debbie Smith
- e. Report from Leadership Institute Committee – Chair Ada Burnette
  - i. Discussion / Approval of Committee Recommendations.
- f. Report from Orientation Committee – Chair Pat Writt

**VII. Special Ad-hoc Committees - Appointed by President**

- a. Strategic Planning – co-Chair Mark Evans
  - i. Discussion
- b. Reinvention of AACPM – co-Chair Dennis McGee
  - i. Discussion

**VIII. Metrics**

- a. AACPM Annual Report Update – Past President Greg Hyland
- b. Society Annual Reports – Society Presidents

**IX. New Business**

- a. Update on 2010 Conference – Chair Joyce Smith
- b. Proposed 2010 AACPM Annual Operating Budget – President Elect Joyce Smith
  - i. Discussion / Approval of 2010 Budget
- c. Other New Business

**X. Installation of Newly Elected Officers – President Steve Mastro**

**XI. Closing Remarks – President Steve Mastro**

**XII. Adjournment**