



BOARD OF DIRECTORS MEETING

June 2, 2009

Attendees: President Stephen J. (Steve) Mastro; Secretary Debra A. (Deb) Bourbeau; President Elect Joyce Doakes Smith; Member-at-Large Deborah J. (Debbie) Smith; Treasurer Reva Tisdale; Member-at-Large Barbara Pepper, Past President Gregory D. (Greg) Hyland

- **May Board Minutes**

A motion was made by Hyland to accept the minutes from the May 12, 2009 teleconference call. J. Smith seconded the motion. The motion carried unanimously.

- **Florida Conference Update**

J. Smith provided an update on the Florida Conference. The speakers have all been confirmed and are listed on the Academy website under the conference link. The conference team is planning to have volunteer photographers throughout the conference-taking pictures, which will be shown during the awards banquet on Tuesday evening. Eighty-three attendees from the Florida Program have registered to attend the conference at the student registration rate of \$200.00. The conference team is working on a great venue for the Monday night event. One of the choices will be a trip to Epcot and another will possibly be a dinner theater. The conference team has received assistance from Jason Bonds on removing duplicate registrations and reconciling the database. Mastro asked when he should provide the conference team with his welcome letter as President of the Academy. J. Smith will request a date from the team and inform Mastro. Mastro belongs to two professional organizations and would like to extend an invitation to them to attend the conference. The Board agreed that he should invite the members from these professional organizations.

- **HOD Vote**

Mastro and Bourbeau updated the Board on the votes received from the sitting House of Delegates (HOD). Upon review of the HOD votes that have been received, a quorum has been reached. The HOD has voted yes to set aside the portion of SOP 11.70 pertaining to conference-related profits and losses. The SOP reads as follows: "Conference Profit/Loss. A net Conference profit will be shared equally (50%-50%) between the Academy and the local Host Society. A net Conference loss will be shared as follows: 75% to the Academy and 25% to the host Society."

- Askew Medallions

Charlene Cutting (NH), Chair of the Management Practices Committee, provided Mastro with options for this year's Askew Award Medallions. The medallions can be purchased at the cost of \$25.00 each without engraving. Mastro asked the Board for their input on the medallions for this year's Askew Awards. He further explained the engraving has been a challenge for the past few years with spelling of names. The Board agreed to have only the year of the award engraved on the medallion. Mastro will check with Cutting on the additional cost to have the year engraved on the medallion.

- CPM Testimonial Brochure

Mastro informed us that this is still an on-going project. Mastro will contact Terry Callahan, Consortium Chair, to discuss the brochure.

- Texas Society

Mastro would like to schedule a meeting with Howard Balanoff (TX) while they are in Orlando. The meeting would be to discuss the formalization of a Texas Society. D. Smith shared that there are Florida Society chapters willing to help mentor the Texas Society. The State of Florida has chapters due to the size of their state and their Society model could be used as an example for Texas. Mastro will contact Balanoff to request a meeting to discuss mapping out a strategy to move forward with a Texas Society.

- Posting Information on Website:

Hyland checked with D. Smith to verify if the bylaws are current and updated on the Academy website. D. Smith will verify and update the Board on the status of the by-laws. Hyland asked if we could post the 2008 board meeting minutes to the website. Hyland suggested to the Board that we retain one year of board meeting minutes and the current year's board meeting minutes posted on our website. D. Smith and Pepper will work together to verify the state society membership information is current. Pepper has requested Board members to inform her if they see something missing from the site. She will track and contact our webmaster.

- President-Elect Position

Hyland updated the action item from the January Board Meeting. In an email to the Board, he recommends the candidate should have served in a leadership position in their State Society; served at least one term on the Academy Board of Directors; or served in a leadership position in a local service club or organization. Rationale: This position is a leadership position and will be responsible for the health and well being of the Academy. Mastro asked if this will be a committee recommendation or if this is a Board Action item. Mastro would like to table and discuss at our next meeting.

- 2010 Oklahoma Conference

D. Smith informed the Board that the 2010 conference committee is reviewing their hotel contract's room nights. The committee is seriously taking into consideration reducing room nights within their room block. D. Smith will have additional information for the Board next month on our teleconference.

- Strategic Planning Committee

J. Smith updated the Board on the survey sent out by the Strategic Planning Committee. The survey has now been closed and the votes and information are being analyzed. Smith hopes to have an update for the Board by our next Board meeting. The Strategic Planning Committee is meeting on June 8th.

- Officer Reports

Election Committee Update: Hyland provided the Board with an update regarding nominations. He currently has one nomination each for Secretary and President-Elect. In the newsletter to be sent out in June, an article will be published regarding seeking candidates for the open Board positions. All nominations must be submitted to Hyland by June 30, 2009. Mastro is encouraging Board Members to talk to members about running for an open office on the Board.

Fiscal Update: Tisdale reported that she does not have the 2008 AACPM financial review from Holcomb & Shreeve, CPA's. Texas and Virginia have not submitted membership rosters or dues for the first quarter of the year.

- Upcoming Society Graduations

Mastro received a letter from Michael Shoemaker inviting an AACPM board member to attend the July 9 Utah graduation which is celebrating twenty years of the CPM program. The cost for Mastro to attend would be \$225.00. Tisdale could also attend on behalf of the Academy for approximately \$150.00. She informed the Board that she would be willing to attend on behalf of the Academy. Mastro will send an email to Shoemaker letting him know that Tisdale will be in attendance at the graduation. Mastro is working on the proclamation for Board members to read at society graduations.

J. Smith updated the Board on the Arkansas Graduation Ceremony. They were pleased to have her as part of their ceremony and she was pleased to represent the Academy. The Board believes it is good for the Academy to be part of the Society Graduation ceremonies.

The Board Meeting adjourned at 2:00 PM (EST).

For Distribution:

Original Signature on File

Respectfully submitted by:

Debra A. Bourbeau, CPM, Secretary, AACPM

For Distribution:

Original Signature on File

Respectfully submitted by:

Stephen J. Mastro, CPM, President, AACPM