



BOARD OF DIRECTORS MEETING

July 7, 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

The teleconference was convened by President Steve Mastro at 1:02 P.M. Eastern Standard Time.

- June Board Minutes

A motion was made by Hyland to accept the minutes from the June 2, 2009 teleconference call. Pepper seconded the motion. The motion carried unanimously.

- Florida Conference Update

J. Smith provided an update on the upcoming Florida Conference. As of today, we have forty-six conference attendees registered and ninety-eight CPM Florida students registered.

J. Smith spoke with Gina Mee in Ohio and at this time last year there were thirty-five registered and by August there was over 100 attendees registered for the Ohio Conference. Two vendors have paid for spots at \$300.00 each. Currently, there is also a silent auction for Sea World Tickets. Discussion is on-going regarding the Monday night event.

Tisdale has sent the credit application to Mastro for signature approval on charge authorizations during the conference. Mastro would like to have Tisdale be a signer on the conference account. Tisdale will follow up with the Florida Conference Treasurer and verify where the paperwork currently is located.

Hyland suggested that Mastro send a letter to all members of the Academy inviting them to the conference. Pepper stated the House of Delegate certifications are arriving and certification is on going for HOD delegates.

- Candidates for Election

Hyland informed the Board that we have eight candidates running for election.

President Elect:

Jeff Kramer (AZ), Charlene Cutting (NH), Michael Shoemaker (UT)

Secretary

Deb Bourbeau (NH)

Member at Large – Member Services

Barbara Taft (OK), Mark Evans (WI), Linda Jefferson (NC),
Fred Levinson (FL)

Hyland will notify the candidates once the certification process has been completed. D. Smith will forward Hyland the Academy embossing tool needed for the ballots.

- Society Graduation Reports:

Hyland attended the Arizona graduation, which graduated sixty-nine students. Pepper attended the Mississippi graduation and Bourbeau attended the New Hampshire graduation. All went well. Tisdale will be in Utah this week and they will have one hundred-thirty graduates.

- Askew Medallions

Mastro provided an update on the Askew Award Medallions. In speaking with Charlene Cutting, Chair of the Management Practices Committee, the medallions will have the year engraved. Next year, the awards will be sent to the State Program Director to present the awards at the state level.

- Newsletter

Pepper will discuss the newsletter with the House of Delegates and the President's Meeting regarding the cost associated with producing a paper newsletter. Pepper explained the cost is with the creation of the PDF being created after the text is sent onto the graphic artist. The PDF is then sent back to Pepper for posting on the Academy website. The cost for the previous newsletter was \$780.00. Tisdale asked if we needed to limit the size of the newsletter? Mastro would rather see the newsletter have content to keep our members updated and informed. Articles are due July 15, 2009 for the upcoming newsletter.

- Officer Reports

Secretary

AI #	Description	Person Responsible	Status	Date Completed
7	Pre-Requisites for President-Elect Candidate	Election Committee/Hyland	Hyland is working with the By-Laws & Ethics Committee to review. Referring to the By-Laws & Ethics Committee	7/7/09
8	Review SOP 11.20 – Clarification on six Academy Fellows from	D.Smith	6 Board members plus the chair.	7/7/09

	different Societies and 7 th member			
9	Historian & Archiving Ad Hoc Committee	D. Smith	Roles to be developed with guidance from the Board. Smith is reviewing the membership and will contact individuals to see if they want to be part of the Committee. By-Law's Committee then would be asked for changes on the Archiving Committee. Doris Anderson and Georgia Gillan working on w/ D. Smith	7/7/09
10	Update historical documentation from Tom Patterson's information to current times.		Mastro will contact Patterson for a status on the history document of the Academy.	On-going

A motion was made by Bourbeau that the By-Law's (SOP 11.20) committee shall consist of six (6) Academy Fellows from different Societies nominated by the Immediate Past President and approved by the Board. Each member shall serve a one-year term. Hyland seconded the motion. The motion carried unanimously.

Past President –Mastro requested an update from Hyland regarding Chartering of the new DC Society. Hyland will provide an update in August and verify that we still have the DC Flag in our inventory.

Treasurer's Report – Tisdale advised the Board that the tax returns and financial statements for calendar year 2008 have been received. These reports will be submitted to the House of Delegates for review. Mastro discussed the decrease in membership due to the economic situation. Tisdale will mail a copy of the reports to Hyland for the annual report.

- CPM Testimonial Brochure

Terry Callahan, Consortium Chair emailed Mastro regarding Consortium volunteers who will assist with working on the joint Academy and Consortium brochure.

- The Academy Evolution Committee & Member Affairs Committee

D. Smith updated the Board on the Academy Evolution Committee and the Members Affairs Committee. She will prepare a report for the House of Delegates on each of these committees regarding their discussions throughout the year.

- President's Meeting in Orlando

Mastro will invite the Society Presidents and the Society Presidents Elects (or their designee) to join the Board at the President's meeting.

The Board Meeting adjourned at 2:02 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