

ASMC Executive Council – Meeting Minutes

14 Jun 2022

In Person Attendees:

Brianna Hoppel – President

Kristen Moyer – VP-Tenants

Dan Genest – Secretary

Tanya Hart – RPDI

Mika Gellinger – VP-Hurlburt

Stef Gonzalez – Treasurer

Jason Guzzardo – IT

Pat DeWitt – Care Packages

Virtual Attendees:

Kent Fitzgerald – Awards

Brittany Bohannon – Programs

Amy Tolar – Membership

Meia Hampton - Membership

- Brianna began the meeting by going over expectations for each EC committee.
 - Vice Presidents
 - Responsible for each committee subordinate to their VP position
 - One person from each committee shall attend each monthly EC meeting. In the event a committee member cannot attend, the VP should be prepared to brief any updates from that committee.
 - Programs
 - June – National PDI Feedback Panel
 - July – tentative plan to include scholarship recipients if possible
 - Brittany is working draft luncheon agenda for rest of year
 - Luncheon attendance – discussion to go back to using A3 online tracking versus sign in sheet.
 - Membership
 - Need a current roster to scrub member list, email reminders as memberships need to be renewed, etc.
 - Dan will ask HQ who gets access when he submits admin requirements.
 - Retiree Committee
 - Will be added to EC. First committee chair will be Mr. Pickler. This committee will encourage/help facilitate involvement and communication with the chapter's retired members.

■ Current Taskers

- Website – NLT 1 Aug – each committee will review their section of the chapter website. Send updated info to Jason Guzzardo.
- National/Admin – Bri/Dan will work the Constitution Review and Officer List and send to National.
- Audit – Stef/Meredith will follow up to ensure audit is completed.
- Budget – NLT 30 Jun – each committee will submit a budget for next 12 months. VPs will review and final submissions will be sent to Stef/Meredith.
 - Once budget goes final, any changes over \$100 must be approved by a majority EC vote.
- Five Star Criteria/Constitution Review – Dan will email both out to EC members for them to review.
- Publicity – Brittany will submit the annual plan for luncheons/speakers.

- Next EC meeting – Tues, 12 Jul in bldg. 349, 1st floor conf room.