



MONTGOMERY/PRINCE GEORGES COUNTY CHAPTER

Present:

Alex Dickey – President
Dennis Green – RVP
Flora Milans – Immediate Past RVP
Eric Rasmussen – Treasurer
Jeff Cole – Co-Secretary
Carla Flores – Newsletter
Corrine Dougherty – Webmaster
Jimmy Hauer – Meetings
Carol Ann Boothe – Education
Christine Tritsch – Early Careers, President-Elect
Rick Amrhein – Early Careers
Kathleen Sobieralski – Membership
Kevin Shapiro - Certification
Troy Hailey – Community Service
Joan Hebron – Community Service
Danielle Rosemond – Community Service
Dawn Beatty – Accountability/Outreach
Doreen Shute – Special Projects
Andrew Lewis – Historian, Immediate Past President
Grace McKitty – Historian
Kristie Green – NOVA chapter president

The meeting was called to order at 12:00 pm.

Welcome/Openings Remarks

Alex Dickey opened the meeting with a welcome to all participants. Roll call was taken. No updates or changes were made to the Board meeting minutes. Motion for approval of August 30, 2011 minutes was first and second motioned by Christine Tritsch and Kathleen Sobieralski respectively. The board approved the Board Meeting minutes unanimously. Alex asked for program updates from each area.

Meeting/ Programs:

Jimmy Hauer reported that the new online registration system went smoothly. Corrine and Jimmy suggested closing registration on Monday by 5 pm. prior to the dinner meetings since this causes a disruption with the hotel accommodations. Normally walk-ins are accepted. Clause in hotel contract allows for three days advance notice on guest count. One suggestion is to use a 10% allowance for the count. Andrew Lewis suggested reaching out to the walk-ins to register in advance. Alex said that it's a good idea and asked Jimmy to reach out to the regular walk-ins or late registrars a week in advance.

Education/Workshops:

Carol Ann Boothe reported that a workshop will be held on Thursday, December 8th with an ethics speaker for that date. In the process of working out the cost of the workshop and decided to use the UMD Shady Grove campus location over



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the Marriot in College Park since rates were cheaper. Carol Ann acknowledged that the program should be finalized in a couple of weeks for Board review and approval.

Early Careers:

Christine Tritsch reported that the BBQ event was rescheduled for Saturday, October 22nd and all the other details remain the same. (Location at Haines Point, 12 – 3 pm in conjunction with DC and NOVA.) An email notice was sent out by Rick Amrhein the week before this meeting. Please come out and meet new and former early career persons.

Working on a Wizards game night for membership but waiting to hear from the Board. Also, working on a CCR contact with accountability. No social hour for the October meeting.

CGFM:

Kevin Shapiro discussed having contact with other local area chapters DC, NOVA and WVA to avoid conflict on the study groups during the year. Kevin is targeting the April- May timeframe for a study group in Rockville area. NOVA is planning a study group now through January and DC will plan an offering in March.

Will reach out to Board members about where and when and possible instructors. In the next month or two, Kevin wants to have information available about CGFM to provide to the membership about its benefits. Also he plans to get information from headquarters on active/inactive CGFM's to track progress. Kristie Green of NOVA chapter stated that a member from MPG chapter was in attendance at their first book study group.

Alex talked about marketing and reaching out to DC. His example was that he went to the DC Luncheon and someone said that they were from PG County and wants to get involved. Kevin mentioned that this was discussed as well in a regional conference call.

Community Services

Troy Hailey reported that the turn out for the happy hour last month was rather low only 8 to 10 people, but it was a fun group.

Joan Hebron reported that next month there are plans to have a lunch program with Bethesda Cares which a voluntary program for the homeless. There will be one on Saturday, October 29. Volunteers should arrive at about 9:30 am to help setup for a lunch from 11 am to 12. If anyone is interested, please contact Troy or Joan by October 14th.

The dinner meeting raffle will continue with one third of the proceeds for the winner and two thirds for a selected charity. Also the coat drive will continue at the dinner meetings, so bring coats. The Christmas event will take place this year and will coordinate the effort soon.

Website

Corrine Dougherty reported that website registration on 123signup.com went well for the September dinner meeting. If anyone has any questions, please let her know. She will be sending out an email for the October dinner meeting this week.

Corporate Sponsorship:

Alex gave an update based on his discussion with Terry Wilson after the last board meeting. Plans are underway to include a friend's level in the sponsorship program at a cost of \$500. Terry is working on the type benefits package.



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Also, we are looking to expand our sponsors and have targeted Cotton for now. Terry is process of contacting one of the partners about sponsoring. We hope to have an update from Terry by the next board meeting.

Kathleen Sobieralski asked if a list is available of the sponsors, the dollar value and level of service. Alex knowledgeable that the information is available and he will have Terry forward it to her.

Doreen Shute asked if anything formal has been sent to the current sponsors. Alex said we are planning to send out invoices/letters in the October – November timeframe and looking for the same levels of sponsorships. Flora Milans offered that based her past experience the invoices should be sent out in September with a due date for budgeting purposes. Danielle Rosemond noted that late notices last year resulted in late responses around December/January. Eric Ramsussen and Doreen Shute agreed that a early invoice/notice should be sent. Alex will get with Terry and send out invoices within the week.

Andrew Lewis will forward email to Alex and Terry regarding a Becker sponsorship. He stated that DC and NOVA may already have Becker sponsorship. Maybe we could have a meeting with them to do the same since they are eager to have an association with our chapter. Doreen and Kathleen reiterated that Becker is really interested in being associated with our chapter. Maybe we can reach out to them with a letter to setup the sponsorship. Alex will let Terry know and call Andrew to further discuss the sponsoring.

Membership:

Kathleen Sobieralski has been in contact with the Prince George's Small Business Initiative Associate. She recommends that we should have more than an application to encourage people to come to our meetings or tell them what we have to offer in our chapter. Alex mentioned that flyers are available from the National office. Eric Rasmussen has some flyers from National and will bring them to the next meeting. Flora Milans mentioned that local chapter flyers were done about two years ago and it's a good idea for membership to update the flyer. Corrine Dougherty will forward to Kathleen a Word file copy of the local chapter flyer that she did couple of year ago. Kathleen attended a webinar given by National and will send the details to Alex.

Outreach/Accountability

Dawn Beatty has two items to discuss. First is Citizen-centric Reporting (CCR) contest that Early Careers and Accountability are coordinating. Doreen, Christine, Rick and Dawn discussed thoughts for the contest. The general idea is to have teams of 2 - 4 students prepare a (CCR) for any governmental entity in Maryland. Set a registration deadline for November 1st and each team should tell what government entity they are reporting on to make sure it is good for a (CCR). The teams will be provided with a link to National's resources, a template to complete for registration and a deadline of December or January to submit the report. A panel of Early Careers and Accountability chairs will select the finalist(s) and have them present the report at a dinner meetings during January, February or March. A vote would be given for the winning team and the scholarship amount budgeted would be divided among them. Kathleen offered to advertise the contest at the area colleges and universities. Also we have considered the possibility of a similar regional contest. Dawn mentioned that a challenge maybe to get contestants. It is possible that the outcome may be favorable because of the specific faulty members' relationship building with the colleges and universities may leverage this issue.

Second, the DC chapter is planning a CEAR trivia night and networking event on Thursday, December 1st. We were contacted about partnering with them. Apparently, this was very successful last year. Doreen said that the goal this year is to make this a regional event and a way for National to recruit CCR reviewers along with the call CEAR reviewers. Dawn will meet with DC later in the week and find out our chapter cost for this event since it is not in the budget.



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Awards

Alex discussed that mid-year awards presents a concern and some confusion because of the National awards during the same January/February timeframe. Consideration is being given to moving the local chapter awards back to May. Talks will continue with Corrine about setting up some type of nominating pole on the web for National and the local chapters.

Budget/Financials

Eric Rasmussen reported that the August financial statements were sent out in early September but not a lot of activity. Expenditure activity is picking up for September. The dinner meeting was Lower attendees of 26 vs. 37 for last year which lowers this cost year by\$400. Eric sent out an email before this board meeting on guidance for information needed for reimbursement request.

Eric recommends that we add the practice of when requesting reimbursement for meals and similar expenses that we get a list of attendees to help measure our recruitment and for documentation. Doreen asked about adding this practice to the bylaws. Eric will review the bylaws to determine what documentation currently exist and give us an update.

Closing Comments:

A request by Alex for any new business but none offered. Alex ended the meeting by encouraging everyone to keep up the good work, thanking all who participated and hopes to see everyone at the upcoming events.

The meeting was adjourned at 12:55 pm