



# *Pelican Chapter*

## Executive Committee Meeting MINUTES

### SEPTEMBER 2010



An AFCEA Tampa – St Petersburg Chapter meeting of the Executive Committee was held on September 30, 2010 at MacDillAFB, Bayshore Club “O Club”, across the Davis Conference Center, Tampa, FL.

The meeting was called by Brandt Cosgrove, 1<sup>st</sup> Vice President and called to order at 11:40 a.m.

There were present, representing a quorum of the board:

Col James Turner	Dale Hempel	Trish Moore
Mary Allison Yourchisin	Hunter Trice	Mike Deacy
Brian Murphy	Brandt Cosgrove	Barbara DiGioia
Mark Christensen	John Bowen	Deborah Rose
Jay Rose	Maureen Fuller	

### OLD BUSINESS

**Agenda Item:** Approval of minutes from Executive Committee meeting held on 08/12/10.

**Vote:** Unanimous, so approved.

**Agenda Item:** Action Items from Committee’s Minutes Report

What	Who	When
<b>1<sup>st</sup> Vice-President Standing Committee’s:</b>	<b>Brandt Cosgrove</b>	<b>Year 2010</b>
<b>1. Publicity</b>	<b>Carl Bass</b>	
<b>2. Small Business</b>	<b>Hunter Trice / Tricia Moore</b>	
<ul style="list-style-type: none"> <li>Volunteers to develop a directory of the small businesses in the Pelican Chapter. Link-in social network for SB to utilize.</li> <li>Data collection format for the SB directory is ready, setting up meeting with the Website Committee to figure out how to automate it.</li> <li><b>Focused on the SDVOSB conference, SB directory is on hold until after conference</b></li> </ul>	Hunter Trice / Tricia Moore  Hunter Trice  <b>Tricia Moore</b>	August 17 or 18, 2010   <b>Oct. 29, 2010</b>
<b>3. Membership</b>	<b>Dale Hempel / Cindy Brown</b>	
<ul style="list-style-type: none"> <li>Coordinate with Small Business on the SDVOSB conference for membership table</li> </ul>	Dale Hempel	Before Oct
<b>4. Scholarship &amp; Education</b>	<b>Mark Kim</b>	
<ul style="list-style-type: none"> <li><b>Need all scholarships recipients’ validation that they have been reimbursed for their scholarship.</b></li> </ul>	Maureen Fuller	
<b>5. AD Hoc Scholarship Program Assessment</b>	<b>Billy Hogan</b>	
<b>2nd Vice-President Standing Committee’s:</b>	<b>Mary Allison Yourchisin</b>	<b>Year 2010</b>
<b>6. Programs</b>	<b>Mark Christensen</b>	
<b>7. Young AFCEANs</b>	<b>MA/Dugger/Barlow/Stepp</b>	



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What	Who	When
<b>8. Corporate</b>	<b>Brian Murphy</b>	
<ul style="list-style-type: none"> <li>Need to put together a committee to address next year corporate sponsorship fee that includes the LWN luncheon expense.</li> </ul>	Brian Murphy	Completed
<b>9. Awards</b>	<b>Michael Deacy / Billy Hogan</b>	
<ul style="list-style-type: none"> <li>Need two more nominations for the AFCEAN of the month.</li> <li>Request all committee chairs/chapter officers provide inputs to complete the results sections of the model chapter goal accomplishments for 2010. Areas needing input are in green font. (SEE ATTACHED CHAPTER GOALS DOCUMENT) Would like responses sent to Mike Deacy at michael.deacy@socom.mil NLT 31 October in order to assess if we have any areas requiring special attention to ensure the chapter reaches the established goals.</li> </ul>	Mike Deacy  Mike Deacy and All Officers and Executive Committee Chairs	Completed  October 31, 2010
<b>Special Committee's:</b>		<b>Year 2010</b>
<b>10. Website</b>	<b>Jay Rose / JR Morell</b>	
<b>11. Golf Tournament</b>	<b>Carl Bass</b>	
<b>12. AD Hoc Nominating Committee</b>	<b>Michael Deacy</b>	
<ul style="list-style-type: none"> <li>Mike Deacy to lead the ad hoc nominating committee for vote in September, 2010</li> <li>Need 2 names for committee, Col Turner will provide them to Mike.</li> <li>Send an email to Mike Deacy if you are an Officer and wish to continue in same position and if you want to nominate someone for one of the Officers position.</li> </ul>	Mike Deacy	Before September, 2010  Completed
<b>13. Steering Committee</b>	<b>CPT Gerry Slevin</b>	
<ul style="list-style-type: none"> <li>Col James Turner will make the introductions and Welcome Maj Samantha Ray to our Chapter who recently took command July 14, 2010 of the 6th Communications Squadron and will touch base with Lt Col Aaron T Meadows for continued support.</li> </ul>	Col James Turner	

**Agenda Item:** Motions from Committee Minutes Report

Motion Proposed	Approved / Rejected
First Motion <ol style="list-style-type: none"> <li>Raise annual sponsorship fees for a whole table to \$3000, this will include table set up for 8 people every month but August and December. August they will get the opportunity to register for a 10 top table at LandWarNet. In December they will get 8 paid attendees to our Holiday Luncheon.</li> <li>Raise the annual sponsorship fees for a half table to \$1500. See benefits listed in number 1, only difference is 4 seats where 8 and 5 seats where 10.</li> </ol>	Approved



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<ol style="list-style-type: none"> <li>3. Limit the number of tables sponsored to 25 whole tables, broken down how the into half and whole sponsors by the Corporate Sponsorship Chair based on demand</li> <li>4. Table locations/set up map will be completed for the entire year prior to January luncheon.</li> <li>5. Two signs will be made to hang at the luncheon with the corporate table sponsor's company logo. Signs will not be displayed at LandWarNet</li> </ol>	
<p>Second Motion: Create Luncheon Title Sponsorship where a company can pay \$2,000 to that month's Title Sponsor. For example "January Luncheon Sponsored by ABC Company" (Excluding LandWar Net event)</p> <p>For this they would get the following:</p> <ul style="list-style-type: none"> <li>• 1 seat at head table</li> <li>• 8 reserved spots at luncheon</li> <li>• Opportunity to provide literature and/or take away item at each place setting in accordance with the ethics rules and pre-approved literature</li> <li>• Chapter will provide company sign/banner behind Podium at the luncheon</li> <li>• Announce on website and on email registration blast to chapter (include link to Company's homepage)</li> <li>• Allow them to present the BIG Check to the chapter Possibly introduce speaker</li> </ul>	Approved

### NEW BUSINESS

#### Agenda Item: NEW Business - COMMITTEE REPORTS

#### A. Key Reports

- **Secretary (Deborah Rose)**
  - See notes of last meeting (August minutes)
- **Treasurer (Maureen Fuller)**
  - Haven't received check from AFCEA International for LandWar Net.
- **Steering Committee (CPT Gerry Slevin)**
  - New Steering Committee focus for the Pelican Chapter.
  - Mission to re-engage military to support the Pelican Chapter.

#### B. Standing Committees

1. **Publicity Committee (Chad Fisher)**
  - Update see Old Business Action Items
2. **Small Business Committee (Hunter Trice / Tricia Moore)**
  - Update see Old Business Action Items
3. **Membership Committee (Dale Hempel/Cindy Brown)**
  - Membership is around 727 members.
  - Need to order around 2,000 nametags and a new carrier, OK to proceed have budget of \$500.
4. **Scholarship and Education Committee (Mark McKim)**
  - Maureen Fuller needs to receive the validation that all scholarships are reimbursed.
5. **AD Hoc Scholarship Program Committee (Billy Hogan)**



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- Meeting scheduled in September with committee members.
- Committee Members selected and will be meeting in a week or two.

### **6. Programs Committee (Mark Christensen)**

- September Luncheon
  - o 272 registered, 205 attended, 14 walk-ins;
    - Individuals 78 registered, 68 attended
    - Corporate 154 registered, 108 attended
    - Military and/or government civilians 40 registered, 15 attended
  - o \$736.00 collected for Scholarship funds from raffle (no raffle was conducted)
- October speaker is Robert F. Lentz, Director for Information Assurance—Office of the Assistant Secretary of Defense.
- November speaker is LTC Dan Ward, Chief of Process Improvement & Re-engineering for the Acquisition Chief Process Office, Department of the Assistant Secretary of the Air Force for Acquisition Integration.

### **7. Young AFCEANs (MA/Dugger/Barlow/Stepp)**

- Scheduling two Professional Development meeting, location and dates TBD.

### **8. Corporate Membership Committee (Brian Murphy)**

- Proposed two motions (see above) both were approved.
- Want to start the second motion by offering the corporate membership the opportunity to sponsor the October's Luncheon.

### **9. Awards (Mike Deacy/Billy Hogan)**

- Assess the model chapter awards goals! Determined the chapter is in good shape. Haven't assessed the Publicity goals yet. Need to reevaluate given the change of hands the Committee has experienced.
- Nominations for AFCEAN of the Month, we need two more!!!! (Everyone) action. Seem to be OK for awardees to the end of the year 2010.

## **C. Special Committees**

### **10. Web Site (Jay Rose / JR Morell)**

- Will make changes after the start of the year for the Officers and Executive Committee.
- No significant changes to the website.
- Now have the ability to turn off an event.
- Will address next years desires for website with the Small Business Committee needs.

### **11. Golf Tournament (Carl Bass)**

- No updates

### **12. Ad Hoc Nominating Committee (Mike Deacy)**

- Completed.

## **D. Wrap-up**

- Brandt Cosgrove received Nelson's SDVOSB \$5K check for the scholarship fund and turned it over to Maureen Fuller (Treasurer)
- Recommend the financial segments the scholarship monies to go to scholarship's budget.
- Col Turner final remarks acknowledging everyone hard work has left a huge impact and going forward for the LandWar Net event it is fitting to have the Officers and Executive Committee Chair personnel sit up front and appreciated the Corporate Sponsorships receiving upfront communication.
- Next AFCEA Executive Committee meeting, October 21, 2010 after the October luncheon 12:30pm – 1:30pm to be held at: MacDill AFB Enlisted Club ("Surf Club")
- Meeting Adjourned: 12:35 pm