



Hampton Roads Chapter of ASPA

March 28, 2014 Council Meeting Minutes 2:00 pm Conference Call

Present: Pam Dunning (President), Valerie Walker (President-Elect), Susan Perry (Immediate Past President) Michelle San Anton (Treasurer), John Dunning (Secretary,) David Chapman (Web Administrator), Allyzabethe Ramsey (Council).

Absent: Sherly Jourdain (Student Representative), and Ray Ransom (Membership Chair) Steve Chanualt (Council) Betty Jean Myers (Council & Finance Committee Chair) Gary Roberts (Council) Charlie Mills (Council)

Pam Dunning called the meeting to order at 2:00 pm

Minutes from Nov 21, 2013 were approved

Treasurers Report: Michelle San Anton presented a report of cash flow since the beginning of the fiscal year (Attached). At the end of March we will have \$692.14 cash on hand.

Committee Reports

- Awards (Pam Dunning for Steve Chanualt)
 - a. It is scheduled for May 8, 2014 – Holiday Inn Select, Norfolk
 - b. Lunch meeting arrangements
 - c. Steve has no nominations – discussion on soliciting nominations. Susan we need to press and put out request multiple times.
 - d. Pam will send out reminders – can extend the deadline till April 11th. Our chapter members need to encourage nominations. Include past award winners when soliciting awards. We will advertise to all – attach the forms and a synopsis. Also push council
- Scholarship (Pam Dunning for Betty Meyers)
 - e. Betty does not have applications. Discussion on Student having to be members – discussion consensus was yes.? Allyzabeth mentioned that she hasn't heard much at ODU about the award. Normally the students approach the professors for the nominations
- Nominations for 2014-2015:
 - f. Replacements are needed for 3 council members: Gary Roberts, Ted Bartlett & Mark Webb
 - g. Need replacements for student representative, president-elect & secretary
 - h. Volunteers for nominations committee?
 - Allyzabeth volunteered

New Business: Need to work with COMPA and do the joint events – other groups are struggling with membership and attendance – Sabrina is now working in a different job.

Meeting was adjourned at 2:35pm

Twelve-month cash flow

Hampton Roads ASPA

	Pre-Startup EST	Jul-13	Aug-13	Sep-13	Oct-13	Nov-13	Dec-13	Jan-14	Feb-14	Mar-14	Apr-14
Cash on Hand (beginning of month)	448.66	448.66	338.61	338.61	266.33	266.33	302.23	197.47	297.01	777.01	692.64

CASH RECEIPTS

September Luncheon				180.00							
Eventbrite September Luncheon				65.90							
November Luncheon						225.00					
Eventbrite November Luncheon						79.08					
December Holiday Dinner							1,045.00				
Eventbrite December Dinner							950.46				
Compa December Dinner								99.54			
Dues Reimbursement National									480.00		
March Symposium Luncheon										360.00	
Eventbrite March Symposium										373.58	
TOTAL CASH RECEIPTS	0.00	0.00	0.00	245.90	0.00	304.08	1,995.46	99.54	480.00	733.58	0.00
Total Cash Available (before cash out)	448.66	448.66	338.61	584.51	266.33	570.41	2,297.69	297.01	777.01	1,510.59	692.64

CASH PAID OUT

Purchases Checks/Deposit Slips		110.05									
September Luncheon Holiday Inn				268.18							
Donation (Charlie Mills Father)				50.00							
November Luncheon Holiday Inn						268.18					
December Dinner Holiday Inn							2,100.22				
Student Forum (Pizzas G.Roberts)										72.50	
March Symposium Holiday Inn										745.45	