



## Hampton Roads Chapter of ASPA

**Council Meeting  
September 19, 2013  
Holiday Inn Select, Norfolk VA  
1:00 – 1:30 PM**

A brief council meeting was held following the September General Membership Luncheon.

**Present:** Pam Dunning (President), Valerie Walker (President-Elect), Susan Perry (Immediate Past President) Michelle San Anton (Treasurer), John Dunning (Secretary) Sherly Jourdain (Student Representative), Steve Chenault (Council), Betty Jean Myers (Council & Finance Committee Chair) Stanley Skinner (Council), Mark Webb (Council), and Ray Ransom (Membership Chair)

**Absent:** David Chapman (Web Administrator), Charlie Mills (Council), Allyzabethe Ramsey and Gary Roberts (Council)

Pam Dunning called the meeting to order at 1:00 pm. Pam stated that the primary purpose of this meeting was to follow-up on the progress of our events for the program year and to discuss appointments to the Symposium and Awards Committee chairs. Pam welcomed Ray Ransom as the new Membership Chair. Ray is the Senior Neighborhood Development Specialist for the City of Norfolk.

Luncheon Format: There was general agreement that the open soup and sandwich bar worked well. However it was recommended that we be more specific about the times. For the next luncheon we should clarify what is expected from 11:00 – 12:00. The time block is for registration, networking and the soup and sandwich bar. Individuals may show at any time during this time. The program time should be stated as 12:00 – 12:20 and start on time.

Membership: Pam stated that the chapter membership list from national showed that we have 113 paid members. For the purposes of marketing we will use a consolidated list that includes the Virginia Chapter members living in Hampton Roads and some former members who may have been missed in the membership update process. This list brings our contact list to 170.

Program: The following events were confirmed for our program year.

- November (first week – date TBD) Student Forum at Regent University. Sherly Jourdain is working with Gary Roberts to set up event details and lock in a date.
- November 21<sup>st</sup> – General Membership Luncheon at the Holiday Inn Select. Valerie Walker will secure the speaker and the topic will be the Fort Monroe Plan.

- December Holiday Event (Date TBD) with COMPA and NFBPA. Susan Perry is representing the chapter to finalize the date and event. The concept is that there will be a social hour as a minimum.
- January 16<sup>th</sup> – Open Forum – Hampton VA, Marker 20. We will stay with the Regionalism theme; however the speakers have not been identified. Valerie Walker will work on this.
- March 20<sup>th</sup> – Symposium – A symposium chair was not identified. It was agreed that we would have two panels and a luncheon speaker. It was recommended that one of the panels focus on shared services. The cities of Norfolk, Chesapeake and Virginia Beach are currently working on sharing various services.
- May 8<sup>th</sup> – Public Service Awards Luncheon – Holiday Inn Select. Steve Chenault volunteered to act as the Awards Chair providing we could get sub-committee chairs for the 3 awards and the scholarship.

**There being no further business, the meeting was adjourned at 1:30 pm**

**Recorded by John Dunning, Chapter Secretary**