



MINUTES OF EXECUTIVE COMMITTEE MEETING 19 August 2014

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ATTENDANCE

PRESENT PARTICIPANTS:	John Mogge, President; Jane Penny, President-Elect; Gary Engle, Past President; Bill Brown, VP and Chair, AOF; Mike Giorgione, VP; Hal Rosen, Counsel (non-voting); Jim Hagan, RVP; Bill Bersson, RVP (remote); Marv Fisher, Elected Director; Bob Schlesinger, Elected Director (remote); Ben Redding, YM Council (remote)
ABSENT:	Rich Khalil, Treasurer (non-voting); Bill Grip, RVP; Gita Murthy, SB Council
PRESENT SAME STAFF PARTICIPANTS:	Joe Schroedel, XD (non-voting); Nick Desport, Deputy XD and Dir. Programs; Kathy Wilson, Dir. Finance & Accounting; Ann McLeod, Dir. Meetings & Expositions; Marc Bialek, Dir. Membership & Post Operations; Eileen Erickson, Dir. Communications & Marketing; Bob Wolff, Executive Coach; William Anderson, Dir. TISP; Dana Bach, Admin Assistant

AGENDA

The agenda at enclosure 1 was followed. The meeting convened with a quorum at 0800 and adjourned at 1200. Briefing slides are at enclosure 2.

1. PRESIDENT AND XD OPENING REMARKS

- a. XD welcomed participants and conducted a safety moment.
- b. John Mogge emphasized that XD integration plan is on track and is contributing to realizing the full benefit of the governance change (team approach).
- c. We are on track with realizing our focus areas and making small changes one at a time.
- d. XD and HQ staff top priorities are SEG/USAG and Houston JETC planning.

2. 2014 MID-YEAR FINANCIAL REPORT

- a. The trend since 2012 is a decrease in revenue and a commensurate decrease in expenses. Financial statements for the six months ending 6/30/2014 and a mid-year forecast was presented to the Executive Committee by Kathy Wilson. The financial report included a summary of 2014 E&M activity. Financial statements and Executive Committee financial reports are available on www.same.org/board.
- b. The XC discussed revenue risk and concluded that we have little flexibility to further reduce expenses (stipends remain); therefore we must increase revenue.
 - **Action:** (Mike/RVPs) Form a TF to review TISP, specifically: What is the value added today and moving forward? How do we increase the value added for our membership? What is the readiness mission of the Society? (S: 12 Dec Board Meeting).

3. POST FINANCIAL STATUS

- a. The XC acknowledged the logic of Posts maintaining an E&M and operational funds and no separate general fund.
- b. The XC discussed the relationship between the level of active membership versus financial balance (less endowed Posts are more active—to meet obligations).
- c. The XC emphasized that golf events are acceptable for post fund raising, but nationally we must continue to focus on events related to our mission.
- d. We also agreed to use “revenue” versus “profit” in our lexicon.
 - **Action:** (XD) Examine regional conferences: What is our event planning model? What do we really need? Where does the money go? (S: 12 Dec Board Meeting)

4. SBC AND JETS UPDATE

- a. John Mogge challenged the XC to go over plan for the SBC.
 - He also emphasized making life easier for government organizations to show appreciation for support by way of small gestures.
- b. The XC discussed the site selection process for JETC and SBC, concluding that once we short list potential sites, we will bring them to the XC for discussion before deciding.
 - Jim Hagan suggested Rosemont in Chicago as a potentially viable location for a future SBC site.
- c. The scheduling conflict with the 2014 VA conference was discussed; emphasis will be placed on future early coordination to avoid conflicts.
- d. An extensive discussion of profit sharing percentages ensued regarding 2015 and future JETC's.
- e. JETC policy changes were not approved by the XC. JETC policy to be redrafted and approved by XC before presenting it at the Board Meeting (S: Oct 2014)
 - **Action:** (XD) Present options for the 2015 SBC site with analysis. (S: Oct 2014)
 - **Action:** (XD) Present to the board an analysis of site rotation beyond 2018, site recommendations for 2019 through 2021, and an updated JETC policy. (S:12 Dec 2014)

5. FOCUS AREA UPDATE

- a. Mike Giorgione, SAME Vice President, presented a review of ongoing SAME activities that support our focus areas.
- b. The XC agreed that we need to determine how to share best practices.
- c. The XD informed the XC that HQ will draft a communications campaign plan that will address focus areas. (S: Sept 2014)
- d. The XC also agreed that we need to celebrate our successes and share these with our stakeholders.
- e. A point of emphasis was assisting weaker Posts through programs.
 - **Action:** (Mike) Assess RVP role in leading the efforts discussed. (S:12 Dec 2014)

6. MEMBERSHIP AND POST OPERATIONS

- a. Marc's positive report on the increase in Individual Members was welcomed by the XC. Member retention was discussed.
- b. The XD recognized Marc for the unsolicited feedback received from several Posts regarding the difference Marc and his team is making in reaching out to members.
 - **MOTION:** To approve 3rd post choice for individual members.
 - Motion was passed
 - **Action:** (Mike/RVPs) Review the draft Annual Report that was presented by Marc and recommend a simple format with the manner in which the information will be used. (S:12 Dec 2014)

7. SAME HQ AND REGIONAL EVENTS

- a. Bob reviewed the annual calendar of major events for 2015, noting that we need to work on a national calendar that also brings greater visibility to important Post events.
- b. The XC agreed that our annual calendar of events is about right in terms of both mission accomplishment and revenue generation.
 - **Action:** (XD) Develop national calendar process. (S:12 Dec 2014)

8. REVIEW OF CONTINUING EDUCATION PROGRAM INSTRUCTOR CONFLICT OF INTEREST

- a. Refer to Conflict of Interest Policy approved by the Board of Direction 5/27/11
- b. Mike Giorgione, SAME Vice President elected 2014, excused himself from the meeting prior to discussion.
- c. Mike Giorgione is being considered as a paid instructor for SAME CE Programs under the same terms as other instructors.
- d. Nick presented a background on CE Programs, how instructors are chosen, and contract details for instructors.
- e. XC discussed the material facts to determine if a conflict of interest exists to engage Mike Giorgione as an instructor for SAME Programs. No special terms in hiring Mike Giorgione.
- f. XC determined that no actual COI exists using Mike Giorgione under the same terms as other CI Program instructors. SAME has a need of instructors for CE Programs.
 - **MOTION:** To approve hiring Mike Giorgione.
 - Unanimously passed by Executive Committee. No objections from Committee members.
- g. Mike Giorgione returned to the meeting after the vote.
 - ❖ **Decision:** The XC decided that there is no conflict of interest and we will proceed to issue the contract.

9. SAME AND SMPS PARTNERSHIP

- a. Ann presented a summary and recommendation to partner with SMPS.
 - ❖ **Decision:** The XC decided that it is in our best interest to partner with SMPS and decided to move forward with the partnering agreement.

ENCLOSURES

1. Agenda
2. Briefing Slides

Respectfully submitted:
J. Schroedel