



**AMERICAN ACADEMY OF CERTIFIED PUBLIC MANAGERS®
BOARD OF DIRECTORS MEETING**

May 8, 2012

10:00 a.m. PST, 11:00 a.m. MST, Noon CST, 1:00 p.m. EST

Call in number: 877-216-1555 Pass-code: xxxxxx

I. Welcome and Call to Order (Heaton)

A. Review agenda - Michael Shoemaker excused, Heaton, Totten, Kramer, Tisdale, Smith, and Bourbeau present.

II. Accept Meeting Minutes of March Board Meeting (Smith)

March minutes were reviewed. Tisdale requested one modification. Change the reference from “accounting review” to “2011 tax return” for \$500.00. With the change made Bourbeau motioned to accept the March 2012 teleconference minutes and Tisdale seconded. Motion carried. No dissenting votes.

Midyear minutes review. Bourbeau requested the word “return” in reference to Dennis Martino returning to the NH leadership. Board will review the minutes in June before conducting a vote.

III. Treasurer’s Report (Tisdale)

Tisdale reported \$61,694.16 in the treasury and there is one deposit to make and travel vouchers for Heaton and Totten to process. Travel reimbursement checks will be sent to Kramer for review, approval and second signature process. Tisdale reported there are currently 879 members with not many additional members anticipated. NCR reported 12 members, but no roster has been submitted for 2012, or 2011. ID sent a roster but no dues. Dues are anticipated by the end of the week. LA, has not submitted a roster nor any dues at this point. TX has communicated, but have not received a roster or dues at this point. It is important for states to submit rosters in order for delegates to be certified for the 2012 HOD. Tisdale only anticipates receiving approximately 100 more from the various states which submit member updates quarterly. AACPM is down 400 members from 2012. This will have a budget effect and we need to be prepared to make adjustments.

IV. Consortium Meeting Review (Heaton and Totten)

Heaton requested Totten to report on midyear Consortium meeting. Cordial meeting witnessed. Emphasis was how to deal with programs and international extensions. The Consortium is sponsoring mentoring programs in other countries and on almost every continent. Consortium committee formed to develop governance guidelines on how to do this and update their bylaws. Teaching efforts were complete on one such program and almost complete on a second. It was determined that a uniform process to certify these new members was needed, thus the establishment of the committee.

Jack Lemons, the Consortium administrator announced he was retiring and gave 30 days notice. He will remain and assist with training his replacement.

Heaton reported State of Massachusetts (MA) required an undergraduate degree before candidates could be accepted to the CPM program. Almost all the Consortium states were opposed to making this a requirement before being considered for the CPM program. No decision was concluded after the long discussion. Consortium reviewed their bylaws and found specific wording to prevent this type of requirement. MA indicated they were operating under a grant which requires an undergraduate degree and completion of the CPM program before they can receive the grant monies. Founding Consortium documents and CPM program waivers may require a special waiver evoking current rules be set aside to get beyond the current hurdle before July 1, to prevent the loss of the grant monies to MA.

Heaton and Totten talked to Warren Masters (ASPA) and Howard Balanoff (Consortium and ASPA). The discussion was summarized as a good conversation at this point. MO, IN, NM, IL, and NE demonstrated interested in supporting the further development of Societies within their states when approached by Heaton.

V. Committee Reports

- A. Conference Committee – Columbia, South Carolina update – Totten indicated that the SC was progressing and not much attention was needed at this point.
 - a. Boise Idaho update Tisdale sent 400 emails sent to ID graduates requesting conference support. Received 3 volunteers from this effort. This number plus the current four conference members makes 7 total members. ID Society currently has 13 Society members. Totten requested payout information in case the ID conference is cancelled. Tisdale replied if the conference is cancelled before September 10, 2012, the cost to AACPM is \$17,528 and if delayed to 6 months prior to the conference, the cost is \$ 21,910.
 - b. SC hotel did not grant full credit to the conference; board may need to upfront some funds if requested by SC at the demand of the hotel. At this time SC is not requesting assistance.
- B. Communications (Shoemaker) Kramer indicated we are not communicating in a timely manner; no announcement other than to Facebook has been done regarding the spring newsletter has been posted. Tisdale concerned that membership updates are not being performed timely. Heaton indicated the rosters were being updated with new contact information and he will visit with Shoemaker regarding the timing.
- C. Membership – Update – Suggestion from Nebraska (Bourbeau) All but three rosters have been received and posted to website 120 new membership certificates have been received with another 10 or so pending preparation. Round 1 membership certificates are complete and Round 2 will be prepared in July for mailing. Membership conference call completed with committee.

Committee discussed the AACPM Feeds America initiative for the month of June. Questions needing answers is: Who are the participants, just CPM or folks in the various agencies. How broad should this be? Lots of questions, permissions, logistics, etc. Heaton is open to collecting donations from any source and taking all volunteers, primarily CPM members. Bourbeau – Will it be the Society boards that secure the approvals from agencies to place collection boxes. Much discussion and questions followed. Bourbeau suggested the initiative needs guidelines established. Group decided to delay the initiative until late summer while more details are flushed out.

Bourbeau also reported on Becky Bryant's (AR) Chair of the Society Support (SS) Committee – committee members divided up the number of current Societies and contacted their assigned Societies with a series of pre-established questions and let them know the AACPM board and SS committee is available to help with questions and any needs they may have. Bourbeau contacted her six Societies and as of this date, not one has replied. Heaton gave his appreciation for the committee extending its offer for help. Bourbeau received a call from NE from someone who belongs to a non-profit organization wanting to know how to join the AACPM. The individual shared information regarding their non-profit leadership alliance from. It was one page of explanation on their webpage that explained how, what, when certain actions regarding the organization were conducted and how to complete the actions. Bourbeau plans to share the document with the board. Heaton discussed extending CPM & Consortium issue of expanding into the non-profit arena.

- D. ASPA Affiliation – Update (Kramer) Kramer discussed the challenges with the Wiki discussion board attempts and indicated the results were underwhelming. Invited 80-90 individuals to the discussion, only 21-22 joined or were able to join the discussion. Some couldn't join because of technical difficulties. The discussion was mixed in terms of feelings. Some reported there was not enough information to conduct a meaningful dialogue. They mostly wanted a final package to vote up or down. At that point, Heaton directed committee to continue work on the offering; next joint meeting with ASPA will be June 12, 2012. Counterparts as ASPA (Eric, Toni, and Matt) have been updated on our progress. We are now 2 months behind our planned timeline. Mid September is our bylaws cutoff for consideration at the 2012 HOD. We only have 3 months to resolve current issues and update SOP/Bylaws, etc and be ready for the HOD. This goal is tough at this point.

Heaton suggested an in person meeting with AACPM/ASPA committee members. Logistically members are in SE and E regionally. Committee will be reviewing this possibility. Tisdale expressed concerns regarding certification and the openness of ASPA allowing non-certified individuals to be members of the SCPM section. Kramer discussed the AACPM associate member status and indicated that we too, basically allow not-certified membership to AACPM. We just don't promote it. Board membership and Committee Chairs have been reserved to full fellows. This will need to be negotiated with

ASPA as their requirement is not the same. Other items to be negotiated are: dues amounts, maintenance fees, websites, awards, conferences, etc.

- E. Other committee reports and business
Mentoring: Kramer indicated Tim Parsons (IL) contacted him regarding how to form a Society in Illinois. Parsons indicated he was using the development of a Society to secure his degree and that it would most likely take him one and one-half years before the actual charter request was provided to AACPM.
- F. Call in number: Tisdale indicated concern that some committees had been given the PIN # for our call in service and that control of its use could become difficult to manage and reminded everyone that it automatically debits the AACPM bank account. Tisdale shared the CPMEF Foundation uses a different call in process where the members dialing in pay their own call in charges. Pros and Cons of different systems were discussed. Education should be given to committee's chairs to advise Tisdale ahead of time regarding its use. The board decided to think more about the situation and discuss it during the June meeting for decision and instructions to committees.

VI. Old Business

Long term Consortium Chair Representative – (Heaton/Totten)
Heaton discussed that he shared the possibility of a long term liaison with the Consortium and they believed it to be a good idea. Kramer believed the idea to be sound and suggested finding the right person to act as liaison between the entities. Totten suggested seeking a volunteer in next newsletter. A joint venture to share and administrator between the Consortium and Academy may be a consideration. Just a thought at this point, cost to do so will be an issue. Tabled for future discussion.

Kramer suggested the possibility of allowing the Consortium equal membership seats to the HOD as the AACPM has two seats to the Consortium annual meetings. Tabled for future discussion.

VII. New Business

- A. Other new business

VIII. Open Discussion

IV. Adjournment

- A. Next Meeting – June 5, 2012
Meeting adjourned at 1:09 CST

For Distribution:

Original Signature on File:

Respectfully submitted by:

Debbie J. Smith, CPM, Secretary, AACPM

For Distribution:

Original Signature on File:

Respectfully submitted by:

Keith L. Heaton, CPM, President, AACPM