



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

Aug. 7, 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)

Present were: Heaton, Totten, Kramer, Tisdale, Smith, Bourbeau, and Shoemaker.

II. Accept Meeting Minutes of July Board Meeting (Smith) Tisdale moved to accept the July minutes. Totten seconded. Motion passed. No dissenting votes.

III. Calendar for August and September (All)

Heaton requested a calendar review of pending due dates for the Wilkinson scholarship and Henning awards. Heaton requested status on Wilkinson Scholarship. Bourbeau as committee liaison reported that one application had been received. Bourbeau to lead committee in lieu of a committee chairperson. Heaton requested status on the Henning award. Smith reported that seven nominations had been received and that the members contacted to serve had each agreed to do so. Smith to proceed with sending the evaluation materials to the committee members. Heaton then requested a status on the Askew committee. Tisdale reported that each of the programs had been contacted to submit names of individuals to receive the recognition at the Awards banquet. Some programs are slow to submit needed information; but process is moving along.

IV. Treasurer's Report (Tisdale) – Report not called during meeting.

V. Committee Reports

- A. Conference Committee – (Totten)
 - a. Columbia South Carolina update Totten reported there were 55 registrations for the conference.
 - b. Boise Idaho – Hotel cancellation terms (Reva)
- B. Communications – (Shoemaker) Shoemaker reminded everyone of the expedited due date to support the Columbia conference is 8-15. The Constant Contact reminder just went out.
- C. Membership – Update Food Drive – (Bourbeau) Food drives proceeding – waiting to learn of results. Membership committee in annual report to HOD will recommend moving Wilkerson scholarship administration to the CPMEF. Funding will be provided by AACPM until CPMEF is more fiscally sound. CPMEF board will be contacted for input prior to the membership report completion.
- D. ASPA Affiliation – Update (Kramer)
 - a. Summary – Kramer reported the joint committee members agreed the face-to-face meeting, the time, and resources executed were well invested and the meeting was needed to accomplish the task. The team covered all points that were on the agenda. From a structural point AACPM would

be unique within the ASPA umbrella. AACPM to retain our name and basic structure; societies would continue to exist; retain the HOD as the governing body; and agreed to allow all society's to keep their individual Tax ID and incorporations. In one sense, this allows ASPA to not be contractually liable for anything done under the society's auspice; but ASPA is available to assist with conference planning, contract reviews, and hotel negotiations. AACPM will keep its incorporation which provides a separation of liability when joining ASPA. A MOU will be developed and agreed by both parties: exp. AACPM assets remain ours; dues will have \$75 first year introductory rate for ASPA portion; AACPM and societies would then figure out what section dues will be. Initial estimate is \$45 or less. ASPA will provide hotel contract under the ASPA name; AACPM would have no hotel liability; AACPM would select our own speakers for the AACPM track at the annual ASPA Conference and provide for menu selections for any special meetings; AACPM would migrate our website over to ASPA and our webhosting cost go away; no hotel insurance liability costs; and what AACPM currently spends on these areas would allow for reduction in the AACPM annual dues structure. ASPA conference is held first quarter of year. If AACPM combines our normal conference and HOD meeting with the ASPA conference, it would eliminate the mid-year board meeting. Again decrease in cost would reduce the AACPM portion of dues and the remainder fees would then be remitted to the societies for their annual operations cost. ASPA would prepare a welcome letter explaining benefits to all 2010, 2011, and 2012 AACPM members explaining what is occurring. ASPA will cobrand all member communications to current and potential AACPM section members. ASPA will be responsible for all cost associated with membership invitations and marketing. Potential members would select AACPM as the section. Example: if sections dues are \$40, AACPM will receive \$36. ASPA keeps \$4 for their membership administrative services. AACPM will remit to Societies the remaining amount (less operational expenses of the AACPM). This is anticipated to be \$20 - \$30 and will be finalized once the AACPM budget is set. ASPA will work with its remainder sections to connect leadership of societies with other ASPA sections and local chapters creating opportunities for joint activities at the local levels and increased membership to the AACPM Section. The existing SCPM section was discussed in depth. After discussing the confusion that would exist from the two similarly named sections, the recommendation going forward is to dissolve the existing SCPM section and merge the two memberships. The SCPM section of 79 members would become AACPM members. The merger would require a transition committee between SCPM and AACPM. Totten to discuss the possibility of this with the SCPM leadership. There are a number of items to be completed: bylaws, terminology changes, identifier changes, i.e. chair, chair-elect, past chair. ASPA has a governance committee; AACPM would have an operations committee instead. Membership – ASPA doesn't allow a differentiation between members in regards to certification versus no certification. When you join APSA you are a member of the section. Fellows are long term members. All Members will be eligible to

vote for officers, all members can run for offices; but the chair positions must hold the CPM certification. One would not have to be a CPM to be a member in the section.

- b. AACPM would still have the HOD. We compared this to the ASPA national committee and their executive team. AACPM Bylaws & Budget approval will still be done by the HOD. In the future, we may want to propose reducing HOD representatives to one per Society. This would provide for full representation at the HOD and level the number of representatives at the HOD. Today many societies cannot exercise a full attendance contingent due to resources; but most Societies can send one representative. Consortium may receive one representative at the HOD, but yet to be formally proposed. MAL for membership to be done by the ASPA and may be replaced by Consortium, thus continuing on the goal to strengthen the relationship between the Consortium and the AACPM. ASPA has a goal to build a reaccreditation plan for not only CPMs - but members of all other ASPA sections to build the importance of the professionalism equal to or greater than that of CPA, PMP, and the many other professional certifications in existence today.
- c. Totten indicated in his review of Bylaws and SOP that transition work would be required to bring us in line with a different schedule all the while retaining some familiarities in schedules. Kramer shared that depending upon the transition start date; AACPM could join the ASPA conference in 2013 New Orleans for ½ day of programming and a booth in the exhibition hall. ASPA is interested in the CMPEF and it and AACPM could share the exhibit space. The AACPM section could become one of the more active ASPA sections. Bulk of the AACPM section membership would be practitioner, but the current SCPM leadership is more academic. The affiliation brings practitioner credibility to the membership and assists with the long term goal of ASPA to do so. Tisdale reminded the group that Florida has paid 2013 dues for 50 members. One solution may be for AACPM to refund 2013 monies to Florida and Florida they can start fresh with paying ASPA dues. One issue is there may be a push to allow people to join society and not the ASPA section. The committee agreed with ASPA that AACPM should not support this. Funds paid at the top and send down to the societies.
- E. Article and report to be prepared. Kramer to prepare committee report for review and decision at the HOD.
- F. Other committee reports and business

VI. Old Business .

- A. Long term Consortium Chair Representative- (Julie Felice) Heaton reported Felice has demonstrated interest. Further discussion will be held for another meeting.
- B. Tisdale reported - no shirt preorders to date for conference.

VII. New Business

- A. Other new business – Meeting time expended prior to this topic.

VIII. Open Discussion – Meeting time expended prior to this topic.

IV. Adjournment

- A. Next Meeting – Sept. 4, 2012
Meeting adjourned @ 1:10 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