



**Mid-Year National Council Meeting** The Mid-Year National Council meeting was a huge success thanks to all attendees, participants and organizers. Minutes from the National Council Meeting on November 18 are enclosed, as well as the agenda for those who did not attend. Briefing slides from some of the sessions can be found on the ASMC web site at <http://nps.navy.mil/~asmc>.

**Membership Recruitment** Increasing membership is important to ASMC. If we are going to maintain quality activities and publications in the face of inflationary pressures, we must appeal to a larger body of members or raise our dues. We can do it. Here are just a few of the tactics that have been successfully employed:

- A renewed appeal to the hard-core resource management workforce.
- A specific appeal to members in related fields, such as information management, logistics and procurement.
- Seeking out local reserve component activities, such as the Army and Air Force Reserve.
- Selecting an enlisted advisor to present ASMC to enlisted personnel in the resource management field.
- A renewed emphasis on corporate members.

**Membership Retention** During the membership campaign, please don't forget about retaining your current members. While some membership attrition is normal, you can still win back members who have decided to let their membership lapse.

- Create a "Most Wanted" list. Dig into your database to see whose membership has lapsed in the last year. Learn as much as you can about their history, such as how long they have been members, if they have attended events, and if they have served on any committees. (National Headquarters will be sending all chapters a roster in January of lapsed members.)
- Discover why they left. Call the former members and express your sincere desire to learn why they decided not to renew. Press for details and ask specific questions. Many may simply not know that they have lapsed.
- Ask for a second chance. If members have a legitimate complaint for leaving, apologize and do what you can to quickly correct the problem. Make a peace offering to win them back, such as a luncheon discount.
- Conduct routine maintenance. Once you have won lapsed members back, you must continue to provide excellent chapter service to build a long-term relationship.

**Membership Applications** The Build the Vision Membership Campaign is in full swing and applications are rolling in! Please distribute only the latest membership application to potential or lapsed members. Several changes have been made to the application over the past few years and it is crucial that chapters distribute up to date information. Chapters that reproduce the application in their chapter newsletters or on their chapter website should either scan the application from the Summer 1998 *Armed Forces Comptroller*, or contact Jennifer Sizemore at ASMC National Headquarters for an electronic version.

**Awards Program** All awards were mailed under separate cover in August and October. The ASMC web site (<http://web.nps.navy.mil/~asmc>) has all the rules and forms. The point of contact for each competition is on that program's rule sheet. Please encourage your members to submit nominations and applications for all of the individual based awards! Chapters that collect nominations for chapter awards programs should submit all applications that they receive (with the exception of scholarship.) Please do not send only the winners of the chapter program!

**NEWS — a n o t i z a t i o n**

November/  
December  
1998

**Mini (Local) PDI's** Shown below is the listing we have of local training events for Winter and Spring of 1999. If your chapter has planned an activity that is not on the list, please notify Jessie Kavanaugh at National Headquarters.

11 February	Charlestowne	Sharon Arnold	(843) 746-6563
11 February	Gateway	JoAnn Buettner	(314) 260-3095
11 February	Los Angeles	Kaye Ferguson	(310) 363-1701
16 February	Washington	Janet Vernon	(202) 685-6708
22-23 February	Middle Georgia	Melissa Trichinotis	(912) 327-1422
23-24 February	Rio Grande	Rick DeMello	(505) 846-7046
24-25 February	Indianapolis	Gloria Moon	(317) 510-3228
9 March	Sequoyah	MSG Perry Grimes	(405) 734-9492
17-18 March	Aloha (Pacific Regional)	LtCol L.C. Williams	(808) 449-6241
18 March	Ozark	MAJ Jim Montgomery	(573) 596-0451

**Welcome to Jessie Kavanaugh!** Ms. Jessie Kavanaugh, of the Buckeye chapter, joined the ASMC staff for a one-year IPA assignment beginning 7 December. She will serve as Associate Director for Professional Development. In this capacity, she will help chapters plan local training events and assist with the planning of the national PDI. Frank Arcari will continue on as an Associate Director for Professional Certification. He will concentrate solely on the development of the defense certification program.

**Certification Program** Development efforts on the new Defense Financial Management Certification (DFMC) examination continues to pick up steam. The Certification Committee has presented to the ASMC Certification Commission a draft of proposed broad objectives of the DFMC exam for their comment and will be revising and expanding the scope of those objectives as required. An orientation course will soon be available to chapters for their regional PDIs which will cover the value of certifications in general, specific certifications already available to the FM workforce, details on the DFMC examination, and useful information on taking computer based examinations. If your chapter is interested in having this course presented at your regional PDI, contact Mr. Frank Arcari, Associate Director for Professional Certification at (800) 462-5637, or LtCol. David Robinson, USMC, Certification and Career Development Chair at (703) 614-5397. We continue to build our database of Chapter certification points of contact. If you have not done so already, appoint a member to be the POC for certification and send that name along with telephone and e-mail address to LtCol. Robinson at Robinson.David@osd.pentagon.mil

**Chapter Tax Exemption...** The National Tax Exemption does not cover local chapters. Each chapter may file its own tax-exemption application with the Key District Director of the Internal Revenue district in which the chapter's principal office is located. Exemption application packages, including instructions for completing the exemption and any additional information that must be filed with the application, may be obtained from the Internal Revenue Service. IRS Publication 557 -- How to Apply for and Retain Exempt Status for Your Organization -- may also be obtained from the IRS District Directors and is most useful not only in filing for exemption but also in drafting articles of incorporation and bylaws that meet the requirements for tax-exempt status. Forms and publications may also be obtained at <http://www.irs.ustreas.gov>.

**Life Membership...** Effective 1 November 1998, persons with 20 consecutive years' membership will continue to receive a renewal invoice and be requested to pay annual dues. These members will receive recognition in the *Armed Forces Comptroller* magazine, and at the National Professional Development Institute. If your chapter has a member with an initial year prior to 1978, please contact Jennifer Sizemore at National Headquarters to have the status of the member changed to Life Membership.

**Associate Membership...** The following constitutional change was approved by ballot vote and announced at the mid-year National Council Meeting. Resolved that so much of Article V, section 6 as reads "Honorary and Associate Members have the right to speak at meetings but not to make motions, vote or hold any office in the society." be amended to delete reference to Associate Members, and read as follows "Honorary Members have the right to speak at meetings but not to make motions, vote or hold any office in the society." Please update your local constitutions accordingly.