



President's Corner

by Candy Good, President High Desert Chapter

American Society of Military Comptrollers PDI New Orleans is upon us, May 26-29 2015. Congratulations to the three winners of the High Desert PDI attendance drawing held in April: Kathleen Augustine, Raymond Mergil, and Kristie Behling. The purpose of this event is to bring defense financial managers together to enhance their knowledge and skills in resource management. While attending PDI there is also a great opportunity to network and share best practices, equipping attendees with knowledge for the challenges we face in our future. It is my hope that this year's attendees will share their experiences and knowledge with members of the financial management community at one of the upcoming ASMC luncheon meetings.

There is a great need in our organization to keep it active; it takes more to do more. This past year and years' past, ASMC has held some dynamic training events; events I hope you have taken advantage of. Training is value added to our financial managers which enhances our ability to do our jobs and serve our customers. There is much more that

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OUR MISSION

To promote education, training and professional development in all aspects of military comptrollership.

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our organization could be doing to benefit ourselves and the surrounding community. Sadly, we have many vacant positions on various committees and need volunteers to help with the goals of improving our financial community and serving our fellow citizens. Please consider adding value to ASMC High Desert Chapter efforts. We are in need of committee chairs, fundraiser coordinators, professional development seminar planners, editors, article writers, trainers and much more. With the help of many, a lot can be accomplished and great things can be achieved, but you must get involved. You are needed; please consider becoming a volunteer today!!!

Scholarships

ASMC SCHOLARSHIP NEWS

The High Desert chapter awards grants for continuing education each year. One \$500 grant and two \$250 grants are available. The \$500 grant is for Member's Continuing Education and is designed to provide financial assistance for those seeking to continue their educational endeavors in a business or resource management field relating to military comptrollership. Applicants must be members in good standing of ASMC and must have been a member for a minimum of two years. The \$250 grants are for Continuing Education in the comptroller field for anyone assigned to Edwards AFB, AFRL or Plant 42.

This year all three grants were awarded to Ms. Kathleen Augustine. Kathleen is pursuing a Bachelor of Science Degree in Accounting at Grantham University. She is maintaining a 4.0 Grade Point Average. Kathleen has served on the board of the High Desert Chapter for the last nine years. She is currently employed as the Air Force Test Center Financial Management Workforce Development Manager at Edwards AFB.

Kathleen's application has been forwarded to the ASMC National Awards Committee where she will compete for grants of up to \$3000.

HIGH SCHOOL SCHOLARSHIPS

The High Desert chapter awards two \$500 scholarships to local High School seniors entering a field of study directly related to financial/resource management. This year's recipients are both seniors at Quartz Hill High School. Miss Hailey Gomillion has chosen to major in Business Management. She is the President of the Art of Conversation Club, a club dedicated to helping special needs students improve communication skills in a supportive setting. Mr. Darrian Hall has also chosen to major in Business Management. He has been involved in Basketball and Track throughout his high school years. Both applicants were forwarded to the ASMC National Awards Committee where they will compete for up to \$3000 in scholarships. The awards will be presented at Quartz Hill's Awards Night on May 12, 2015.

Executive Board Elections

We need help with more nominations for the upcoming election. All board positions are available; however we have not received any nominees for 2nd Vice President, Secretary, or Events Coordinator. Nominations are open until the end of this week (22 May), so there is still plenty of time. Please consider nominating yourself or somebody you would like to see on the council with their consent.

The voting ballot will be emailed out on 1 June.

Please return your nominations to Annaliza Kimball and Steve Cardon.

POSITION DESCRIPTIONS

President

The President as the presiding officer, will enforce all laws, contracts, etc., and execute such papers that require the President's signature. The President will exercise general supervisory control over all affairs of the Chapter and be an ex-officio member of all committees or other governing bodies and may examine their minutes, books, and records at any time.

1st Vice President (Membership)

The 1st Vice President (Membership) is responsible for recruiting new members and retaining current members, including members of the DoD allied industry family. The 1st Vice President will keep an exact roster of the membership, and submit reports to National Headquarters as necessary. In the temporary absence of the President, the 1st Vice President will perform the duties of the President. The 1st Vice President shall provide assistance and perform such other duties as may be directed by the President.

2nd Vice President (Programs)

The 2nd Vice President (Programs) is responsible for making arrangements for General Membership meeting and publicizing them as necessary. In coordination with the President and Events Coordinator, the 2nd Vice President will be responsible for the programs and agendas of such meetings, and will provide a written summary of the monthly luncheon meetings to the Secretary and Newsletter Chair. The 2nd Vice President shall provide assistance and perform such other duties as may be directed by the President.

3rd Vice President (Fund Raising)

The 3rd Vice President (Fundraising) is responsible for organizing fundraising activities to support Chapter activities and planning the Chapter representation at the National Professional Development Institute (PDI) Charity Event. The 3rd Vice President will also plan and execute the annual election process for officers, and ensure that meetings are conducted using proper parliamentary procedures in accordance with Robert's Rules of Order Revised. The 3rd Vice President shall provide

assistance and perform such other duties as may be directed by the President.

Secretary

The Secretary will record the proceedings of the meetings. The Secretary will act as custodian of the Chapter seal, laws, documents, and papers of the Chapter. The Chapter Secretary will maintain contact with the other chapters and national representatives of the American Society of Military Comptrollers (ASMC), answer correspondence, provide assistance, and perform such other duties as may be directed by the President.

Treasurer

The Treasurer will receive and deposit all moneys of the Chapter, pay its just bills, maintain its books of accounts, and make appropriate reports on the financial condition of the Chapter to the President and the members as directed. The Treasurer and either the President or 1st Vice President (or a Board Member selected by vote of the Board), will sign all checks or warrants on the funds of the Chapter. In the event that a check is made payable to the Treasurer in accordance with Article III, Section 7G of the Constitution, then the President and 1st Vice President (or a Board Member selected by vote of the Board) will sign the check. At the end of each fiscal year, the Treasurer will submit to the ASMC National Treasurer a copy of the Chapter's report of financial condition, including a balance sheet and income and expense statement. Additionally, the Treasurer must provide an annual financial statement to the Force Support Squadron Resource Management Flight Chief at Edwards AFB no later than 20 days following the end of the fiscal year.

Events Coordinator

The Events Coordinator is responsible for assisting the 2nd Vice President in making arrangements for General Membership meetings, along with developing the programs and agendas of such meetings. The Events Coordinator shall provide assistance and perform such other duties as may be directed by the President.

Training

Benefit of Updating Your Individual Development Plan (IDP)

Updating your IDP in ETMS is time well spent. An updated training plan provides training managers with the workforce's current training needs and provides individual historical training data. A current IDP provides the vehicle for supervisors/employees to work through training desires and accomplishments useful in planning advance career development. In addition to the individual data, collectively up to date training plans provide useful information in planning training base wide.

Below is the current schedule of financial management training opportunities for this fiscal year. Please consider updating your training IDP in ETMS with your current and future training needs.

- Appropriations Law (AL) ~ 15-18 June 2015
- Appropriations Law Update (ALU) ~19 June 2015
- Anti-Deficiency Act (ADA) ~ 22-23 June 2015
- Enhanced Defense Financial Management Training (EDFMT) ~ 06-10 July 2015. Please sign up for EDFMT training through the EDFMT **and** ETMS links.

ETMS Link: <https://myetms.wpafb.af.mil/myetmsasp//logon/homepage.asp?logoff=1>

Link to sign up for EDFMT: <https://www.atrrs.army.mil/edfmt/>

Speaker of the Month

Our CPTS Commander, Lt Col McPherson, gave an enlightening presentation on Microsoft OneNote for March's ASMC luncheon. OneNote is an elegant way to gather, organize, search, and share anything from continuities, references, meeting minutes to personal items like journals or bank documents.

The program is organized just like binders in a bookcase. All of your OneNote "binders" are along the left side of the main screen for easy accessibility. Tabs along the top detail broader topics for the binder you have chosen - like chapters in a book. And tabs along the right side break the broader topics into smaller topics. Once the smaller topic is clicked on, the page opens to the data stored within it.

OneNote allows users to click and type anywhere in the page without worrying about formatting glitches. Users can record video or audio within the program as well as drag and drop (or insert) files, charts, or just draw where and what you want. Handwritten notes can then be converted to text.

This program even enables sections to be tagged for ease in searching for the data at a later time. Users can share their entire binders or just the sections they choose. And the ability to password protect items gives users the comfort of knowing their data will not be compromised.

One awesome feature is a built-in calculator function that mimics Microsoft Excel by using formulas beginning with the equal sign. This simple and surprisingly user-friendly program is highly encouraged! You won't be disappointed!

Treasurer's Report

Feb				Mar				Apr			
<u>Edwards Federal Credit Union</u>				<u>Edwards Federal Credit Union</u>				<u>Edwards Federal Credit Union</u>			
Checking	\$2,713.70			Checking	\$2,840.39			Checking	\$3,458.39		
Savings	\$505.16			Savings	\$505.18			Savings	\$505.20		
Money Market	\$12,778.25			Money Market	\$12,779.23			Money Market	\$12,780.32		
<u>Pentagon Federal Credit Union</u>				<u>Pentagon Federal Credit Union</u>				<u>Pentagon Federal Credit Union</u>			
Savings	\$5.02			Savings	\$5.02			Savings	\$5.02		
<u>Revenues</u>		<u>Expenses</u>		<u>Revenues</u>		<u>Expenses</u>		<u>Revenues</u>		<u>Expenses</u>	
Dues	\$120	Lunch	\$64.32	Dues	\$100	Lunch	\$61	Donation	\$500	Donation	\$20
Lunch	\$122	Donation	\$20	Lunch	\$88			Dues	\$180	PO Box	\$42
Dividends	\$1	Website	\$110	Dividends	\$1			Dividends	\$1	TOTAL	\$62
TOTAL	\$243	TOTAL	\$195	TOTAL	\$189			TOTAL	\$681		
<u>Transfers</u>				<u>Transfers</u>				<u>Transfers</u>			
None				None				None			
TOTAL BALANCE		\$16,002		TOTAL BALANCE		\$16,130		TOTAL BALANCE		\$16,749	

Member Thanks ASMC

Ms. Sheri Pflum was selected for the 2014 \$500 Continuing Education Grant and thanked the High Desert Chapter with this note:

Dear Desert ASMC Scholarship Committee,

I am writing to say thank you! Because of the funds I received from the High Desert Chapter last year, I was able to finish my bachelor's degree months ahead of schedule. I used the scholarship funds to pay for CLEP & Dantes exams. I received 9 credits toward my degree and this would not have been possible without the help of ASMC! I finished my degree in December 2014 & have already started on a masters degree. Thank you again High Desert! - Sheri Pflum

Membership

59 active national & 56 active local members

7 New members since January!

National Membership

National membership costs \$26 annually or \$75 for three years. Sign up and pay online at <http://www.asmonline.org/membership/>.

Local Membership

Local membership costs \$10 annually and can be paid several years at a time. We gladly accept cash or check. If you plan to pay by check, please make your payment out to "High Desert Chapter, ASMC". You can give your local membership payment to any ASMC board member.



Our local chapter meets on the third Wednesday of each month during lunch hour and we always have exciting speakers with topics relative to the financial management community.

Why Join?

Joining the ASMC is an investment in yourself, your professional development and your career. As an ASMC member, you have the opportunity to network with the local and global community of defense resource management personnel. Regardless of where you are in your career, ASMC membership offers many paths and opportunities to learn from and interact with your colleagues in ways that will help you meet your professional goals.

PDI 2015
 may 27-29 | new orleans
 marching forward • be in that number

Join us
 at the premiere
 training event for
 defense financial
 managers

American Society
 of
 Military Comptrollers

The National Professional Development Institute is the premier training event of the American Society of Military Comptrollers (ASMC). Defense financial managers in the public and private sectors will converge for the three-day event to enhance their resource management knowledge and skills, as well as share best practices toward meeting the complex challenges of today's fiscal environment.

The PDI 2015 program will include general and Service Day sessions, mini-courses, and workshops focused upon defense financial management competency areas. Speakers will discuss current issues in DoD and US Coast Guard financial management operations. Most importantly, the Mini-courses will provide participants the opportunity to obtain direct credit toward meeting certain DoD FM Certification requirements at Levels 2 and 3 of the program.

Beyond the 21 CPE credits available to attendees, the PDI provides a valuable forum for participants from Service HQs, major commands, and installation levels to collaborate with leadership, peers, vendors, and clients. This event also showcases individuals and teams who have been recognized by ASMC for their excellent contributions to the field of defense financial management.

Source: www.pdi2015.org

Executive Board

President - *Candy Good*

1st VP Membership - *Debra Lawrence*

2nd VP Programs - *Ray Mergil*

3rd VP Nominations - *Vacant*

Treasurer - *Kristie Behling*

Events Coordinator - *Kathleen Augustine*

Secretary - *Wende Wagner*

Committees

Awards - *Vacant*

Chapter Competition - *Rebecca Pritchett*

Communication & PR - *Vacant*

Community Service - *Vacant*

Fundraising - *Monika Zuccaro*

Membership - *Vacant*

Newsletter - *Stacey Norris*

Nominations - *Steve Cardon*

Professional Development - *Sharon Danburg*

Scholarship - *Nancy Wachter*

Webmaster - *Rebecca Pritchett*

We need help! Questions?
Interested in joining the team?
Contact one of us for information.



High Desert Chapter Newsletter
 April - May 2015

Upcoming Events

- 20 May **General Membership Meeting**
- 27-29 May **National PDI
New Orleans, LA**
- 3 Jun **Executive Board Meeting**
- 17 Jun **General Membership Meeting**