

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS
ASSOCIATION OF MILITARY LEGAL ADMINISTRATORS**

On August 15, 2018 at 7:00 p.m. EDT the Board of Directors of the Association of Military Legal Administrators (AMLA) met for a regular meeting at individual locations by audio and video teleconferencing methods (515-604-9300; 294964).

The following directors were present/absent (* indicates absence):

President	<i>Monica Heuer</i>
Vice President (VP)	<i>Charlie Poulton</i>
Chief Administrative Officer (CAO)	<i>Jim Steddum</i>
Chief Financial Officer (CFO)	<i>Vickie Slade*</i>
Director, Governance	<i>William Teeple*</i>
Director, Public Relations	<i>Andy Perkins*</i>
Director	<i>Rebekah Stuyvesant</i>
Director	<i>Kim Pastor</i>
Director	<i>Deborah Rivera*</i>

The following members/guests were also present: Keith Prather, Alana Almon-Scott, Kristen Walker

Vice President, *Charlie Poulton*, presided over the meeting; CAO, *Jim Steddum*, kept the minutes.

Call to Order

The Vice-President called the meeting to order at 7:02 p.m. EDT.

Roll Call

The Vice-President called roll. A quorum was present.

Approval of the Agenda

The agenda was **adopted**.

Approval of the Minutes: July 18, 2019

Without objection the minutes were **approved**.

Officer's Reports

The **Public Relations Director**, *Andy Perkins* was absent (technical difficulties). Ms. Carter reported that Mr. Perkins is working on a proposal for a virtual store. Mr. Perkins also seeks direction from the board Social Media and highlighting members. Ms. Heuer discussed the use of new (young) members to help out with social media.

The **Treasurer**, *Vickie Slade*, was absent (military duty).

Committee Reports

Ambassador and Membership Program. Vice President, *Charlie Poulton* is making contact with old (legends) and new/potential members.

Candidate Outreach Program. Director, *Rebekah Stuyvesant*, updated the Board of the JAGWO accession status.

Social Purpose and Marketing. Director, *Will Teeple*, was absent. Monica Heuer suggested that she would recruit young members of the Association that are more familiar with Social Media usage to participate in this endeavor.

Scholarship Program. Chaired by *Katrina Steddum*, Associate Member. Mr. Steddum confirmed that both scholarship recipients received their scholarship checks and certificates from the Treasurer, Ms Slade.

Reading Program. Created and previously chaired by Jonnee Carter, this program posts books that may be of interest to our membership and that are consistent with our Values. New books posted. Needs to be marketed better.

Veteran Success Program. *Will Teeple*, Chair not present with no update.

Authentic Purpose. *Mr. Steddum* briefed the board on the tie between items for sell and building sustaining revenue for the programs.

Old Business

Virtual 5K discussion for programs fundraising and creating an ad hoc committee on messenger and using all of the members to establish this committee and endeavor. VP Charlie Poulton taking on leading this project.

New Business

No new business reported.

Financial Report

No additional comments.

Attendee and General Membership Comments

Keith Prather (Retired), Kristen Walker (Fort Hamilton), and Alana Scott (Arlington, VA) both offer to support the Virtual Run projects.

Adjournment - There being no future business, the meeting was adjourned at 7:51 p.m. (Eastern).

By: *Jim Steddum*

Jim Steddum, Chief Administrative Officer

Approved by a voice vote of 5 to 0 on 19th day of September, 2019.