

MILITARY OFFICERS ASSOCIATION OF AMERICA

ALAMO CHAPTER

P.O. Box 340497, Ft Sam Houston, TX 78234

MINUTES OF BOARD MEETING – Monday 16 December 2019

The Meeting was called to order by Board Chair Barbara Ramsey at 12 noon. A quorum was present (min 50%) and acting throughout the meeting.

Attendees:

Board: Col Vaughn Caudill (by phone), Col Mac McDonald, Col Barbara Ramsey, Col Frank Rohrbough, LTC Jim Finch, LtCol Ed Marvin.

Staff: Col David Patrick, LtCol Kitty Meyers, Maj Jim Cunningham, Trish Meserve.

Invocation and Pledge of Allegiance by Ed Marvin.

Additions to the agenda included “Organizational arrangement of Foundation & Chapter governance” by Ed Marvin.

Old Business

Minutes: David Patrick

Moved Jim Cunningham’s name from Board to Staff as non officio Board member. The minutes from 10 October 2019 were reviewed.

Under New Business (f) Last sentence “Education Foundation Board decided to change the split from 50/50 to 60/40 in favor of scholarships” was removed.

Ed Marvin made motion to accept the minutes with the noted changes, seconded by Frank Rohrbough. Vote was unanimous, amended minutes will be filed as a matter of chapter record.

New Business

a) Stakeholder’s Report (aka Scorecard Review):

The Vision and Mission statements were reviewed at the staff’s annual planning meeting. No change was made to the Vision but some of the Mission’s wording was updated. Ed Marvin elected to an additional change out “regional” for “state” in the last sentence of the Mission. (See Appendix 1)

Proposed Scorecard was reviewed – there are three main priorities with some holdovers – membership, financials and legislative.

Frank Rohrbough made motion to accept the proposed scorecard, Mac McDonald seconded. Vote was unanimous.

b) Budget & Cost Containment Measures: Vaughn Caudill (by phone)

Reiterated that members send in donations to be distributed not to be held in reserves.

Recommends a max of \$20,000 be awarded in 2020 to bring the reserves down to \$15,000 where it should remain. Distributed Scholarship Committee’s draft distribution plans for \$20,000 in awards and another for \$15,000. ACEF Board which oversees the scholarship committee is not fully formed so decision was made for 2020 only that the Chapter Board would review and approve the amount to be awarded in scholarships.

Reviewed year to date financials. Inflows from membership dues have not met the budget but budget was exceeded on non-dues income. Chapter took action to address the Board’s concerns on a deficit budget by canceling the print version of the chapter newsletter, and by a mass mailing soliciting donations for both operations and scholarships.

2020 Budget was reviewed. Board was encouraged to assist in procuring ads for The Lariat. The 3-year dues cycle results in 70% of chapter membership will be paying dues this year so there

should be a surplus at the end of the year, as well as more of a chance of donations by increasing the number of touchpoints with the annual renewal letters. An application for a grant from MOAA will be submitted at the end of February to cover the additional cost of David's Constant Contact emails to the Transition Distribution list.

Motion to approve the budget and scholarship awards of \$20,000 was made by Ed Marvin, seconded by Mac McDonald. Vote was unanimous.

Alamo Chapter Educational Foundation Account (501(C)3)

ACEF 501 (C) 3 / Outreach	January	February	March	April	May	June	July	August	September	Oct	Nov	Dec	YTD	2019 Budget	Variance
INFLOWS															
Donations	2,035.00	527.00	1,140.00	350.00	60.00	526.00	-	33.00	60.00	180.00	1,940.00	935.00	7,786.00	\$ 4,000.00	3,786.00
The Big Give				625.00	698.15								1,323.15	\$ -	1,323.15
Other								1,575.11					1,575.11		1,575.11
Golf Tournament													-		-
In		1,000.00		10,960.00	2,465.00	4,600.00	7,625.00	10,481.00	1,520.00	100.00			38,751.00		38,751.00
Out	1,000.00								17,442.54		4,061.69		22,504.23		22,504.23
Sub Total Golf	(1,000.00)	1,000.00	-	10,960.00	2,465.00	4,600.00	7,625.00	10,481.00	(15,922.54)	100.00	(4,061.69)	-	\$ 16,246.77	\$ 15,000.00	1,246.77
TOTAL INFLOW	2,035.00	1,527.00	1,140.00	11,935.00	3,223.15	5,126.00	7,625.00	12,089.11	(15,862.54)	280.00	1,940.00	935.00	26,931.03	\$ 19,000.00	7,931.03
Austin Scholarship	1,575.11														
OUTFLOWS															
Other															
Big Give Admin Fee	200.00												200.00	\$ -	200.00
Charity															
Warrior & Family Support Ctr												6,500.00	6,500.00	\$ 7,500.00	(1,000.00)
MOAA Heritage					125.00								125.00	\$ 125.00	-
Undesignated Charities													-	\$ 100.00	(100.00)
Total	200.00	-	-	-	125.00	-	-	-	-	-	-	6,500.00	6,825.00	\$ 7,725.00	(900.00)
Scholarships															
Col Torrey				500.00									500.00	\$ 500.00	-
Gen Herring (JROTC)						500.00							500.00	\$ 500.00	-
Col McCarthy (JROTC)					500.00								500.00	\$ 500.00	-
Chapter (Jim & Cheryl Cunningham)				500.00									500.00	\$ 500.00	-
ROTC Navy UT Austin					500.00								500.00	\$ 500.00	-
ROTC Army UT Austin					500.00								500.00	\$ 500.00	-
ROTC Army Texas State				500.00									500.00	\$ 500.00	-
ROTC Army UT RGV					1,000.00								1,000.00	\$ 1,000.00	-
ROTC Army Texas A&M Corpus Christi				1,000.00									1,000.00	\$ 1,000.00	-
ROTC Army Texas A&M Kingsville				1,000.00									1,000.00	\$ 1,000.00	-
ROTC Army St Mary's				1,000.00									1,000.00	\$ 1,000.00	-
ROTC Army UTSA			1,000.00										1,000.00	\$ 1,000.00	-
ROTC Air Force UT Austin					500.00								500.00	\$ 500.00	-
ROTC Air Force Texas State				500.00									500.00	\$ 500.00	-
ROTC Air Force UTSA				1,000.00									1,000.00	\$ 1,000.00	-
ROTC Air Force UTSA (Ed & Ruby Marvin)				1,000.00									1,000.00	\$ 1,000.00	-
Total	-	-	1,000.00	7,000.00	3,000.00	500.00	-	-	-	-	-	-	11,500.00	\$ 11,500.00	-
TOTAL OUTFLOW	200.00	0.00	1,000.00	7,000.00	3,125.00	500.00	0.00	0.00	0.00	0.00	0.00	6,500.00	18,325.00	\$ 19,225.00	(900.00)
Decrease/Increase	1,835.00	1,527.00	140.00	4,935.00	98.15	4,626.00	7,625.00	12,089.11	(15,862.54)	280.00	1,940.00	(5,565.00)	8,606.03	\$ (225.00)	8,831.03

Operating Account – Inflow:

	January	February	March	April	May	June	July	August	September	Oct	Nov	Dec	YTD	2019 Budget	Variance
Membership Dues															
MOAA National		2,040.00											\$2,040.00	\$ 2,000	\$40.00
Austin Chapter													\$0.00	\$ -	\$0.00
New Surv Sp													\$0.00	\$ -	\$0.00
New Retired				30.00	70.00			40.00		20.00			\$160.00	\$ -	\$160.00
New Active Duty										20.00			\$20.00	\$ -	\$20.00
New Former		60.00			30.00			20.00					\$110.00	\$ -	\$110.00
Renewal Surv Sp	270.00	140.00	60.00	40.00	20.00	40.00	40.00	20.00	20.00		140.00		\$790.00	\$ 1,000	-\$210.00
Renewal Retired	1,060.00	420.00	150.00	240.00	170.00	310.00	180.00	320.00	320.00	420.00	340.00		\$3,930.00	\$ 11,000	-\$7,070.00
Renewal Active Duty		20.00	40.00	20.00	20.00		20.00				40.00		\$160.00	\$ 250	-\$90.00
Renewal Former													\$0.00	\$ 250	-\$250.00
Total	\$ 1,330.00	\$ 2,680.00	\$250.00	\$330.00	\$310.00	\$350.00	\$240.00	\$400.00	\$340.00	\$460.00	\$520.00	\$0.00	\$7,210.00	\$ 14,500	-\$7,290.00
Non-Dues Revenue															
Golf Tournament										4,061.69			\$4,061.69	\$ 4,000	\$61.69
Merchandise (Coins/Shirts)	60.00		55.00	80.00	195.00	120.00	50.00		30.00	305.00	30.00		\$925.00	\$ 3,000	-\$2,075.00
Advertising Lariat	1,620.00		4,050.00	2,970.00	1,770.00	3,390.00			150.00				\$13,950.00	\$ 10,000	\$3,950.00
ROTC Medals			475.00										\$475.00	\$ 1,000	-\$525.00
Corporate Partnership		100.00	300.00			100.00	100.00				100.00		\$700.00	\$ 1,500	-\$800.00
Donations to Chapter	550.00	670.00	65.00		286.00	35.00	150.50	258.00	20.00	2,430.00	1,142.00		\$5,606.50	\$ 2,500	\$3,106.50
Donations to Outreach	527.00	1,140.00	975.00	758.15	526.00	20.00	13.00	60.00	180.00	1,940.00	935.00		\$7,074.15	\$ 4,000	\$3,074.15
Social Events	1,960.00	662.00	1,450.00	1,700.96	2,216.00	1,280.20	157.00	918.05	673.00	2,113.00	2,142.00		\$15,272.21	\$ 14,000	\$1,272.21
Total	\$ 4,717.00	\$ 2,572.00	\$ 7,370.00	\$ 5,509.11	\$ 4,993.00	\$ 4,945.20	\$ 470.50	\$ 1,236.05	\$ 1,053.00	\$ 10,849.69	\$ 4,349.00	\$ -	\$48,064.55	\$ 40,000	\$8,064.55
TOTAL INCOME	\$6,047.00	\$5,252.00	\$7,620.00	\$5,839.11	\$5,303.00	\$5,295.20	\$710.50	\$1,636.05	\$1,393.00	\$11,309.69	\$4,869.00	\$0.00	\$55,274.55	\$ 54,500	\$774.55

Operating Account – Outflow:

Category	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD	2019 Budget	Variance
Copier Mntn Agreement				571.00									571.00	\$ 525	(46.00)
Square Service Fee	26.62	24.82	15.49	12.10	54.00	63.63	59.88	71.55	53.27	69.59	36.39	40.00	527.34	\$ 500	(27.34)
PayPal Service Fee	36.10	7.29	149.68	69.60	100.05	44.10	122.30	65.97	21.60	55.35	71.85	55.00	798.89	\$ 450	(348.89)
D&O Insurance								653.00					653.00	\$ 750	97.00
Dues & Subscription	827.00	451.20	338.72		75.00								1,691.92	\$ 1,400	(291.92)
GT Contractor Incentive										1,000.00			1,000.00	\$ 1,000	-
Independent Contr	1,580.00	1,580.00	1,580.00	1,580.00	1,580.00	1,580.00	1,580.00	1,580.00	1,580.00	1,580.00	1,580.00	1,580.00	18,960.00	\$ 19,460	500.00
Lariat Postage	1,000.00							600.00					1,600.00	\$ 2,000	400.00
Lariat Printing	454.02	456.68	650.23	453.18	453.18	453.03	911.40	-	454.65	455.70	455.70	455.70	5,653.47	\$ 5,000	(653.47)
Liability Insurance		425.00				62.00							487.00	\$ 500	13.00
Marketing	-	200.00									492.36		692.36	\$ 150	(542.36)
Merchandise (Coins/Shirts)	2,227.34												2,227.34	\$ 2,500	272.66
Office	622.78	19.79	94.15	167.57	610.63	1,114.33		58.59		464.91	253.09	(200.00)	3,205.84	\$ 2,500	(705.84)
Postage & Delivery	251.75									773.60			1,033.35	\$ 2,000	966.65
ROTC							391.22						391.22	\$ 1,000	608.78
ROTC Medals			475.00										475.00	\$ 1,000	525.00
Social Events	1,918.70		2,237.86	1,419.48		2,689.13	400.00		543.40		1,133.34	3,600.00	13,941.91	\$ 14,000	58.09
Solitaires													-	\$ 75	75.00
Special Activities													-	\$ 600	600.00
Telephone	157.15	144.76	146.33	145.30	144.44	149.53	150.90	149.32	154.70	148.42	158.50	150.00	1,799.35	\$ 1,800	0.65
Trans To Outreach	2,035.00	527.00	1,140.00	975.00	758.15	526.00	-	33.00	60.00	180.00	1,940.00	935.00	9,109.15	\$ 4,000	(5,109.15)
Volunteer Recogn													-	\$ 100	100.00
TOTAL OUTFLOWS	11,136.46	3,836.54	6,827.46	5,393.23	3,775.45	6,681.75	4,223.70	2,611.43	2,867.62	4,727.57	6,121.23	6,615.70	64,818.14	\$ 61,310	(3,508.14)
Surplus/(Deficit)	(5,089.46)	1,415.46	792.54	445.88	1,527.55	(1,386.55)	(3,513.20)	(975.38)	(1,474.62)	6,582.12	(1,252.23)	(6,615.70)	(9,543.59)	(6,810.00)	(2,733.59)

Cash Balances:

Outreach	Jan	Feb	March	April	May	9-Jun-01	July	Aug	Sep	Oct	Nov	Dec
RBFCU												
Savings	\$ 7.90	\$ 7.90	\$ 7.90	\$ 7.90	\$ 7.90	\$ 7.90	\$ 7.90	\$ 7.90	\$ 7.90	\$ 5.00	\$ 5.00	
Money Market	\$16,313.27	\$16,848.60	\$ 6,496.96	\$ 4,975.64	\$ 7,737.94	\$ 8,268.24	\$ 8,272.80	\$ 8,310.03	\$ 5,874.13	\$ 18,958.91	\$ 20,907.34	
Checking	\$ 300.46	\$ 300.47	\$ 10,800.57	\$ 3,800.82	\$ 1,175.93	\$ 675.97	\$ 676.00	\$ 676.03	\$ 676.06	\$ 6,530.08	\$ 6,530.35	
Certificates	\$ 9,897.01	\$ 9,911.34	\$ 9,927.23	\$ 9,942.63	\$ 9,958.57	\$ 9,974.02	\$ 9,990.01	\$ 10,006.02	\$ 10,021.55	\$ 10,037.62	\$ 10,053.19	
Total	\$26,518.64	\$27,068.31	\$27,232.66	\$ 18,726.99	\$ 18,880.34	\$ 18,926.13	\$ 18,946.71	\$ 18,999.98	\$ 16,579.64	\$ 35,531.61	\$ 37,495.88	\$ -
Chapter Operations												
Broadway	\$10,793.98	\$13,208.92	\$14,001.98	\$ 25,407.34	\$ 29,400.41	\$ 32,613.86	\$ 36,725.66	\$ 45,441.28	\$ 28,303.40	\$ 14,204.55	\$ 12,752.35	
USAA	\$16,480.69	\$16,501.68	\$16,520.67	\$ 16,541.72	\$ 16,562.11	\$ 16,562.11	\$ 16,603.66	\$ 16,603.66	\$ 16,645.19	\$ -	\$ -	
RBFCU CD's										\$ 16,663.75	\$ 16,683.61	
Total	\$27,274.67	\$29,710.60	\$ 30,522.65	\$ 41,949.06	\$ 45,962.52	\$ 49,175.97	\$ 53,329.32	\$ 62,044.94	\$ 44,948.59	\$ 30,868.30	\$ 29,435.96	\$ -

c) Golf Tournament Update: Bob Certain had changed the Golf Tournament proceeds from 50/50 (Scholarships/ WFSC) to 60/40 without Board approval. Frank Rohrbough challenged the decision citing it was not how advertised and many of River Crossing LGA were participating because of the support to WFSC. After much discussion it was decided to add the additional 20% back to WFSC. Kitty to deliver the additional \$1,625 to WFSC. The 50/50 split for Year 2020 would remain until the ACEF was fully formed at which time they could propose a future change.

Frank Rohrbough made motion to change 60/40 back to 50/50 and continue through the year 2020. Ed Marvin seconded. Vote was unanimous!

d) Board Assessments and Conflict of Interest Statements: Collected from Board members present.

e) Calendar for 2020 Board meetings: Proposed dates are as follows:

Jan 21 10am (Tues)
Mar 12 10am (Thurs)
Jun 11 10am (Thurs)
Sept 10 10am (Thurs)
Dec 10 10am (Thurs)
(Note revised start times)

f) Organizational Arrangement of Foundation & Chapter Governance: Discussions confirmed the Scholarship Committee and Golf Committee report to Educational Foundation Board which, in turn, reports to Chapter Board.

Meeting Adjourned at 1:34 pm.

NEXT BOARD MEETING – Tuesday January 21 at 10am



Col David Patrick USAF (Ret) Secretary

Appendix 1 – Revised Vision & Mission

Vision

“To be the primary advocate for the military community.”

Mission

“The MOAA-Alamo Chapter mission is to:

- Provide information, support and social engagement to members;***
- Offer programs and services for the common good of the military community; and,***
- Support MOAA at the national, state and local levels with a powerful voice”.***