

MILITARY OFFICERS ASSOCIATION OF AMERICA

ALAMO CHAPTER
P. O. Box 340497 Ft Sam Houston, Texas 78234
(210) 228-9955

MINUTES OF STAFF MEETING

Thursday, 1 February 2024

Meeting was called to order by Chapter President, Kitty Meyers. A quorum was present and acting throughout the meeting.

Attendees: Col Brian Afflerbaugh, Col Brad Barnhart, Col Peter Hunt, Col David Patrick, Col Pete Schaub, Col Lisa Skopal, Lt Col Kathie Estrada, Lt Col Kitty Meyers, Col Dan Van Syoc, MAJ Jim Cunningham, Trish Meserve.

Invocation and pledge by Jim Cunningham.

Secretary: The minutes from 4 January 2024 meeting were approved for filing.

Treasurer: Col Brad Barnhart – MACEF adjusted its fiscal year for operational purposes only (Not IRS) from November to October. Operations remains the same. Budget of Outflows was adjusted per MACEF Board meeting on Sunday to allow for two additional JROTC scholarships, Inflow of member donations is good.

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

INCOME	2023		2024	February	March	April	May	June	July	August	September	October	FY24 YTD	FY24 Budget	Variance
	November	December	January												
Donations (Transfers from Operations)	920.00	1,095.00	660.00										2,675.00	\$ 4,500.00	(1,825.00)
Donations (Checks)	1,561.00	1,290.00	125.00										2,976.00	\$ 2,000.00	976.00
Donations (Online)	350.00	775.00	650.00										1,775.00	\$ 700.00	(700.00)
Dividend	27.54	48.79	44.71										121.04		
MajGen Dave Garza JROTC Donation													-	\$ 10,000.00	(10,000.00)
Foundation Fundraising													-	\$ 20,000.00	(20,000.00)
Golf Tourney Proceeds Scholarships	5,389.96												5,389.96	\$ 5,000.00	389.96
Golf Tourney Proceeds for USO WFSC	6,829.96												6,829.96		
Chapter Operations donation from GT	3,054.98												3,054.98		
													-		
TOTAL INCOME	18,133.44	3,208.79	1,479.71	-	-	-	-	-	-	-	-	-	22,821.94	42,200.00	(31,159.04)
OUTFLOWS															
Expenses															
Office Supplies / Postage			392.20										392.20	\$ 500.00	(107.80)
Awards Luncheon													-	\$ 2,500.00	(2,500.00)
PayPal Fee	11.10	5.32	16.88										33.30	\$ 20.00	13.30
Square Fee		28.04	3.65										31.69	\$ 20.00	11.69
													-		
Outreach													-		
USO WFSC			6,830.00										6,830.00	\$ 6,829.96	0.04
Leadership Development Initiatives															
ROTC Leadership Development													-	\$ 3,000.00	(3,000.00)
JROTC Leadership Activity													-	\$ 1,000.00	(1,000.00)
JROTC Scholarships															
Gen Herring "Let's Go"													-	\$ 1,000.00	(1,000.00)
Col McCarthy "Let's Go"													-	\$ 1,000.00	(1,000.00)
Susie Tolman "Let's Go"													-	\$ 1,000.00	(1,000.00)
MajGen Dave & Carrie Garza "Let's Go"													-	\$ 9,000.00	(9,000.00)
Chapter Scholarship Program															
Col Torrey Minnie Piper														\$ 1,000.00	(1,000.00)
Chapter Dep (Jim & Cheryl Cunningham)														\$ 1,000.00	(1,000.00)
ROTC Scholarship Program															
ROTC AF (Ed & Ruby Marvin)														\$ 1,000.00	(1,000.00)
ROTC Scholarships													-	\$ 18,000.00	(18,000.00)
Endowment Distribution													-	\$ 2,160.00	(2,160.00)
TOTAL OUTFLOWS	11.10	33.36	7,242.73	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7,287.19	\$ 49,029.96	(41,742.77)

Peter Hunt and Kitty are working on obtaining a grant from MOAA national to assist in the Leadership Development funding.

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Operations (501(C)4)

Inflows:

	January	February	March	April	May	June	July	August	Sept	Oct	Nov	Dec	YTD	2024 Budget	Variance	YTD 2023
Membership Dues																
MOAA National	585.00												\$585.00	\$ -	\$585.00	330.00
Austin Chapter													\$0.00	\$ -	\$0.00	-
New Surv Sp	25.00												\$25.00	\$ -	\$25.00	-
New Retired	25.00												\$25.00	\$ 500	-\$475.00	75.00
New Active Duty													\$0.00	\$ 100	-\$100.00	-
New Former													\$0.00	\$ -	\$0.00	-
New FOC													\$0.00	\$ 50	-\$50.00	-
Renewal Surv Sp	50.00												\$50.00	\$ 750	-\$700.00	200.00
Renewal Retired	950.00												\$950.00	\$ 9,000	-\$8,050.00	1,575.00
Renewal Active Duty	100.00												\$100.00	\$ 100	\$0.00	75.00
Renewal Former													\$0.00	\$ 100	-\$100.00	-
Renewal FOC	50.00												\$50.00	\$ 75	-\$25.00	-
Total	\$ 1,785.00												\$1,785.00	\$ 10,675	-\$8,890.00	\$ 2,255.00
Non-Dues Revenue																
Golf Tournament													\$0.00	\$ 5,000	-\$5,000.00	-
Travel Awards													\$0.00	\$ -	\$0.00	-
Merchandise (Coins/Shirts)	112.00												\$112.00	\$ 500	-\$388.00	30.00
Advertising Lariat	275.00												\$275.00	\$ 5,000	-\$4,725.00	3,245.00
Corporate Partnership	\$ 100.00												\$100.00	\$ 2,000	-\$1,900.00	750.00
Donations to Chapter	760.00												\$760.00	\$ 13,845	-\$13,085.00	1,450.00
Donations to MACEF	740.00												\$740.00	\$ 7,000	-\$6,260.00	1,200.00
Social Events	1,434.00												\$1,434.00	\$ 12,500	-\$11,066.00	2,334.00
Total	\$ 3,421.00												\$3,421.00	\$ 45,845	-\$42,424.00	9,009.00
TOTAL INCOME	\$5,206.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,206.00	\$ 56,520	-\$51,314.00	\$ 11,264.00

Income looks very positive with a good influx of \$585 from MOAA national for membership recruitment.

Outflows:

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD	2024 Budget	Variance	YTD 2023
Bank Charge													-	\$ -	-	\$ -
Copier Mntn Agreement													-	\$ 691	691.00	\$ -
PayPal Service Fee	95.98												95.98	\$ 1,000	904.02	\$ 176.54
Square Service Fee	28.72												28.72	\$ 700	671.28	\$ 43.05
D&O Insurance													-	\$ 685	653.00	\$ -
Dues & Subscription	243.05												243.05	\$ 1,369	1,126.44	\$ 717.00
Contractor Incentive													-	\$ -	-	\$ -
Independent Contr	1,000.83												1,000.83	\$ 24,020	23,019.17	\$ 953.03
Liability Insurance													-	\$ 487	487.00	\$ -
Marketing													-	\$ -	-	\$ -
Merchandise (Coins/Shirts)													-	\$ -	-	\$ -
Office	973.83												973.83	\$ 3,668	2,693.68	\$ 110.95
Postage & Delivery	358.70												358.70	\$ 3,000	2,641.30	\$ 302.10
Social Events	2,036.00												2,036.00	\$ 12,500	10,464.00	\$ 1,742.36
Special Activities													-	\$ -	-	\$ -
Telephone	115.59												115.59	\$ 1,400	1,284.41	\$ 153.24
Trans to MACEF	660.00												660.00	\$ 7,000	6,340.00	\$ 810.00
Volunteer Recognition													-	\$ -	-	\$ -
TOTAL Outflow	\$ 5,512.70	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$5,512.70	\$ 56,520	-\$51,007.30	\$ 5,008.27
Surplus/(Deficit)	-\$306.70	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$306.70	\$0.00	-\$306.70	\$6,255.43

Office expenses were unexpectedly high due to additional toner required for Member solicitation letter to Life Members and those over aged 90. Plus the color LaserJet printer unexpected failed and needed replacing. Brad advised the IRS tax filings for both MACEF and Operations have been submitted.

Cash Balances:

MOAA Alamo Chapter																
Educational Foundation	Jan	Feb	March	April	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec				
RBFCU																
Savings	\$ 10.00															
Money Market	\$ 28,742.59															
Checking	\$ 172.02															
Certificates	\$ 10,839.84															
Total	\$ 39,764.45	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Chapter Operations																
Broadway	\$ 13,062.13															
RBFCU CD #1-3	\$ 17,738.73															
RBFCU CD #4	\$ 15,102.53															
Total	\$ 30,800.86	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Social Events	Jan	Feb	March	April	May	June	July	Aug	Sep	Oct	Nov	Dec	YTD			
Chapter																
Inflows	\$ 2,196.00	\$ 486.00														\$ 2,682.00
Outflows	\$ 2,036.00															\$ 2,036.00
Variance	\$ 160.00	\$ 486.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 646.00

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VP Membership: COL Felix Santiago, USA (Ret) – Absent. Report was submitted as follows:

- The active member population of the Chapter continues to be stable with minor changes in the total net number (872 current members versus 871 last month). Nevertheless, the total number is reflective of a labor-intensive administrative integration of gains from the Near Real Time Monthly Recruiting List (NRT-MRL) and continuous deletions of members with a short tenure in the Chapter. Although small in numbers, a positive trend is the steady pace of increasing active-duty members given the promotional one-year no-cost membership and the active chapter exposure during the newcomers' installations events.
- The current Membership Chart (AD 122, SS 131, Fmr 24, Ret 590 FOC 5) reflects a 1.7 % loss of the total paying numbers. However, while there are several factors affecting the number, including a slight increase in the over 90 years of age member population, the 517 paying members represent approximately 82 % of the potential payers' pool within the chapter rolls. Our focus in the next year is to retain the core of the paying members while simultaneously encouraging nearly 3100 MOAA national members in our community who see themselves as part of the Alamo Chapter, to become active and support the organization's objectives through payment of such moderate cost annual dues. Moreover, a similar message must be pursued via a national email blast to the over 4300 MOAA National members in the no-contact list of residents in our community.
- The Chapter led the National MOAA recruitment numbers for the entire 2023 year, and it is already leading for January 2024 with 23 new members.
- The flyer for the Lackland AFB RAD is to be sent out to the Chapter membership. Jim has reserved a recruitment table and volunteers are needed to man it – Lisa and Kitty volunteered to assist.
- Dena Kilgore recently joined the national MOAA staff as program director for Council and Chapter Affairs.
- MOAA will be transitioning to a new association management system this spring. The current system and database are scheduled to be transitioned on March 31. Leaders need to be advised that both the Committee Module and the Near Real Time Report will likely be "read-only" for a few weeks as the transition takes place. **Monthly Chapter Leader Virtual Roundtable:** Feb. 29 at 7 p.m. Eastern--a discussion about the Committee Module. Information on joining the meeting will be forwarded to all leaders soon.
- Feb. 3, Texas Council of Chapters, virtual, Capt. Frank J. Michael, USN (Ret), Council and Chapter Affairs (CCA)
- NRT Monthly Recruiting List for February contained 53 entries of which 48 are potential new members.
- Final Final email listing was reviewed, David to contact Marty Wender and Maj Habina.

VP Programs: Col David Patrick, USAF (Ret) / Col Brian Afflerbaugh, USAF (Ret) – Brian received a few responses to the after-luncheon survey and they were highly complimentary. The video of General Kelly's presentation is now up on the chapter website under Hot News (home page, left side). David is to reconfirm General Goldstein's availability for the Scholarship luncheon and noted that Sean Elliott has been invited as a guest speaker at the June Happy Hour.

VP Legislative Affairs: Maj Jim Cunningham, USA (Ret) – No news from the state. The TCVO is working on interim charges that will be submitted to the next session of the Texas Senate and includes psychedelic drugs for the treatment of PTSD.

The Texas primary election is being held on March 5.

Federally is being reported in the news regarding border policies and assistance for Ukraine. The European union has allocated 50 billion euros to support Ukraine due to the inconsistency of the support from the US.

VP Marketing and Development: Col Lisa Skopal, USAF (Ret) – See scorecard.

President: Lt Col Kitty Meyers, USAF (Ret) – Held an impromptu MACEF Board meeting Sunday to discuss the Scholarship committee's request for an additional \$2,000 for JROTC scholarships which was subsequently approved. A regular meeting of the MACEF Board is Tuesday Feb 6 at 3pm at the chapter office to discuss recruitment, fundraising and the scholarship program.

The Board is now down to 2 members following the resignation of Bob Akam and his wife Melissa Sturgeon who have urgent family matters to attend to out of state. A third Board member is not responding to any forms of communication and is presumed to have vacated their position.

Will be attending the virtual TCC meeting this Saturday.

Has been coordinating with two members in the Austin area who have agreed to be the lead on forming an Austin satellite chapter. Sanctioned by Frank at MOAA national they will provide administrative assistance and some seed money (amount TBD).

Attended the Chamber's Military Affairs Committee meeting whose focus this year will be on ROTC. Its members will be encouraged to attend the Scholarship luncheon.

Scorecard 2024

It was suggested to provide a synopsis of the scorecard progress only at the staff meeting prior to the quarterly Chapter Board meetings.

Priority #1 – Increase & Retain Membership

1.1 Sustain visibility of membership R/R activities as well as continuing to expand contact venues. (Status: Ongoing-Yellow)

§ As briefed in January, we are scheduled to attend bi-weekly newcomers' events at Fort Sam for the remainder of the year. We had one gain from the January 5th and three gains from the January 19th event. The newcomers' events' primary focus should be heightened exposure to enhance the Chapter's visibility within the military community.

§ A February meeting will be conducted for volunteers wanting to serve on the membership advisory committee. An email blast will be sent in early February requesting volunteer participation.

§ MOAA-AC is participating in the Lackland AFB RAD on March 2nd at Wilford Hall from 8-12 pm.

1.2 Continue to instill an organizational culture that encourages members to own the R/R processes. (Ongoing-Yellow)

§ Programmed activities continue to enhance the retention of the continuing core supporters of the Chapter. The MOAA CEO visit and speaking engagement received accolades and exposure of the Chapter, thus enhancing our ability to retain and recruit new members. LTG Brian Kelly's Video recording should be sent to the membership. Moreover, we should ask for an email blast sending the video recording to the no-contact list members in our area.

1.3. Explore, evaluate, and coordinate the execution of initiatives that may enhance Membership and retention. (ongoing Yellow)

§ Chapter support for ROTC Events and other potential events to reach out and expand member demographics to be evaluated. The chapter continues to sustain and enhance partnership relationships (NCOA, USO, and Soldiers' Angels).

Priority #2 – Sustain A Positive Long-term Financial Position

2.1 and 2.2 ongoing

2.3 Received renewals from Weisinger, OLLU and Beldon Roofing. Will push for renewal from Dignity Memorial.

Encouraged all to provide contacts and suggestions in order to expand the program.

Priority #3 – Strong & Influential Legislative Efforts & Programs

Encouraged all to view MOAA website for the advocacy and to submit letters to their representatives through the Quorum Program.

3.1 Work in progress.

3.2 TCVO working on interim charges.

3.3 It was suggested a 3 step instruction should be included in each blast email and The Lariat. David to work up the instructions.

Priority #4 – Succession Planning

Cora Bayle Cox, Personal Affairs Officer, is stepping away as her and her husband spend much of the year in Maui. Need replacements for her, plus Active Duty liaison (Kitty to speak with Col Mills XO), Surviving Spouse Coordinator (Trish to send info on Diane Krupka).

Current folks around the table are there because someone asked/invited them, need more personal contact.

Pete S suggested a few minutes at each event to talk about the need for a particular volunteer. Trish suggested a current volunteer speak for a minute on what they do.

Theme could be the Year of the Volunteer.

Staff Reports

Editor: Lt Col Juliet Chelkowski, USMC (Ret) – Absent. No report.

VAC/VGSAA Rep: Maj Jim Cunningham, USA (Ret) – Recent VAC meeting mainly talked about the 2024 VOYA program.

Army Chief of Staff's Retiree Council Washington DC & JBSA Retirees Council: COL Felix Santiago, USA (Ret) – absent. Jim advised Felix was in a zoom call with the Pentagon and thereby absent. The Retiree council has been tasked with creating a new charter for the Retiree Council.

Lackland RAD coming up on March 2nd and a town hall is planned for August at Randolph.

Historian: (Open) No report.

Transition Liaison Officer: Lt Col Kitty Meyers, USAF (Ret) – Currently quiet but continuing to work with the JBSA Alliance team and attended a recent MilCity meet up.

Active-Duty Liaison Officer: Rachel Johnson, LT, USCG – Absent. No report.

Scholarship/JROTC: Col Peter Hunt, USAF (Ret) – Awards: encouraged all to be presenters at their local JROTC awards ceremonies.

Scholarships: Winners chosen last week have been notified and requested to complete an information form and provide a picture by Feb 15th. Table markers about to be ordered. Will be setting a meeting with General Garza regarding the luncheon and information about the winners.

Leadership Development: Has requested information regarding events that need sponsoring and the top three will be voted upon by the scholarship committee.

Note: Pete provided the monitor stand for use in meetings, and all should keep an eye out for a well-priced 60" monitor.

Jim Cunningham to contact reporter for the luncheon.

Blue Skies of Texas Satellite Chapter Representative: Col Dan Van Syoc, USAF (Ret) – Will look into setting up the boxes for the Soldier's Angels sock donation. Kitty advised of the JC Clapsaddle presentation from Texas Guide Dogs on Mond Feb 5th at BST East at 1:30pm.

Kathie said she had offered to continue to bring BST folks from Sarah Manske marketing department to the luncheons for them to meet and mingle.

ARC Satellite Chapter Representative: Col Joe Morgan, USAF (Ret) – Absent. No report.

Volunteer Coordinator: Col Pete Schaub, USAF (Ret) – Continues to send advisory email to those showing an interest in volunteering but finds the response to be low. Kitty is working on a more specific letter, and all were

encouraged to report on any volunteer opportunities the chapter can do as a group to enhance the camaraderie and thereby fill some of our open positions and committees.

Surviving Spouse Coordinator: LTC Martin Garcia, USA (Ret) – Absent. No report.

VP Personal Affairs: CAPT Cora Bayle Cox, USN (Ret) – Absent. No report.

VP Public Relations/Marketing: LtCol Kathie Estrada USAF (Ret) – Suggested a press release for Scholarship luncheon to increase awareness level in the community. Jim to contact Sig Christenson, and also to ask if there is a TV reporter who is military friendly. Trish to ask the Bill the webmaster if there was a way to track the number of views the General Kelly video receives.

Administration: Trish Meserve – January renewals consist of 118, of which 70 are to be mailed. 12 are slated to be deleted. Automatic donations via either epay or PayPal have increased by one to two. Introduced new membership application which David requested re-tweak.

New Business:

1. VOYA – Deadline is March 1 and the chosen nominee for this year will be Ed Marvin. David to provide the write up.
2. Staff Position Realignment – discussion centered on unfulfilled positions and whether they were necessary, e.g. Historian – if anyone shows an interest it could be useful.

MEETING ADJOURNED at 11.40pm.

Next Foundation Board (MACEF) Meeting – Tuesday Feb 6 3pm

Next Chapter Board Meeting – Thursday Feb 15 at 10am

Next Scholarship Meeting – TBD March

Next Staff Meeting – Thursday Mar 7 at 10am

Next Golf meeting TBD



Col David Patrick, USAF (Ret)