

MILITARY OFFICERS ASSOCIATION OF AMERICA

ALAMO CHAPTER
P. O. BOX 8037 SAN ANTONIO, TEXAS 78208
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MINUTES OF STAFF MEETING

Thursday April 1, 2010

Meeting was called to order by President Ed Marvin at 0900 hrs. A quorum was present and acting throughout the meeting.

Attendees: Col Vaughn Caudill, Col Irene Collier, Col Al Cote, Col Kerry Green, Col Dave Padden, Col David Patrick, Col Frank Rohrbough, LTC Randy Hoff, LtCol Fred Koechley, LtCol Ed Marvin, LtCol Cheryl Smith, LtCol Chaplain James Taylor, LtCol David Walker, Maj Jim Cunningham, Maj Josh Welch, Mavis Cleary, Susie Tolman, Trish Meserve.

Invocation by Chaplain James Taylor.

Maj Josh Welch presented the chapter with an American Flag and pole which was proudly accepted by Ed Marvin. Frank Rohrbough/Sons of American Revolution has a stand he will donate. Pledge led by Ed Marvin.

Secretary: Col David Patrick – Minutes were reviewed and approved for filing. Reminded all of Board meeting next week, April 8, at the chapter office.

President: LtCol Ed Marvin - Thanked Frank Rohrbough and his team for the successful golf tournament, particularly David Walker for his efforts in acquiring door prizes. Announced Irene Collier was nominated as Volunteer of the Year. The Ft Sam recognition event will be April 15th at Sam Houston Club. Must persevere to get The Lariat out in a timely manner, some still have not received their March Lariat. Thanked Jim Cunningham for submitting the Communications Award, and Cheryl Smith for her efforts spearheading the recent KLRN branding event. Kerry Green believes much "mileage" will result from the participation.

Executive VP Operations: Maj Jim Cunningham – Will be reviewing the items supported by MOAA and meeting with congressman on April 22nd during Storming the Hill. Will likely be fighting to at least keep the current benefits in place this year. Noticed that DOD has included Tricare in its budget which is not usually done. Submitted the chapter for three categories in the MOAA Communications Award and The Lariat won 2nd place in the newsletter category. Will be submitting an application for the Chapter Excellence Award and expects a Five Star rating again this year.

The chapter has been approved to continue operations on Ft Sam Houston. Authorization expires 31 March, 2012 and will need to be applied for no later than 31 December, 2011.

Vice President Administration: (Open) Jim Cunningham has most all the JROTC presentations lined up. Needs assistance during the time he is in Washington DC. Wendy Weller will do double duty at the schools where she is presenting medals. Jim to email ROTC schedule to all and please contact him if you are available. Frank Rohrbough will present the Gold Bars to Air Force Lieutenants at UTSA on April 16. Jim Cunningham to do the presentations to UTSA Army on April 22. Need 5 more presenters on 22nd at other local schools.

VP Membership: LTC Randy Hoff – Randy was presented with a check for over \$2,000 from MOAA for the GMT applications that have been submitted in 2009. It appears the annual membership number reduction was not as bad as expected this year. Randy has a list of 74 names that have been deleted from the roster for non payment and he will call them. Membership numbers are currently at 1124 (288 Active, 253 Auxiliary and 583 Retired). MOAA list of prospects is being worked by Solitaires calling committee and Ginny Alloway has approached those at Air Force Village. To date Ginny has acquired 9 names signing up for a free membership and Solitaires has garnered 4. Randy will rescind many of the MOAA pages from the Solitaires Calling committee as the size of the task has overwhelmed the callers. Kerry Green moved to give each caller a \$25 gift certificate to show the chapter's appreciation and to try to keep the committee in operation for future tasks. Motion unanimously approved. Randy currently working on a mass email to be sent out to local MOAA members offering a free subscription. Al Cote advised he uses The Lariat as a recruiting tool and therefore will pick up a few copies each month.

VP Programs: (Open) – Ed Marvin suggested the programs be held later in the month to facilitate membership receiving their Lariats in time. Susie and Irene working hard on the organization of the picnic. Emcee will be Josh, catering by La Pasadita, music will be 5 piece Mariachi band from 6:30 to 8pm (cost \$400). Vaughn will send check to Susie to cover the \$100 catering deposit. Susie read a list of the other requirements.

Treasurer: Vaughn Caudill – So far the Golf Tournament has an income of \$10,560 and expenses of \$5,175.80. Have taken in \$1,000 in dues renewals last month bringing a total of \$9,000 which added to the \$3,000 expected from MOAA keeps us on target for budgeted dues income. The Lariat printing costs have decreased and the Outreach actual income is \$2,500 over the budgeted amount so are in good shape. Congratulated Cheryl for her polo shirt selling efforts. It appears the Luncheon in March was \$100 in the red, and Vaughn is uneasy about the advertising budget.

Financial review with Jack Downey, Mike Bidus and Jack Neal will reconvene on April 19th at 9am.

	As of 02/28/09	MAR	YTD	FY10 Budget
Income				\$5,000.00
Donations	\$3,520.00	\$159.50	\$3,679.50	
Golf Tournament				
IN	\$5,280.00	\$6,575.00	\$11,855.00	
Out		\$5,175.80	\$5,175.80	
TOTAL		\$1,399.20	\$6,679.20	\$5,000.00
Total Income	\$8,800.00	\$1,558.70	\$10,358.70	\$10,000.00
OUTFLOWS				
Charity				
Wounded Warr				\$2,500.00
Red Cross				\$500.00
VA				\$500.00
TOTAL				\$3,500.00
Scholarships				
Savings Bonds				\$300.00
				\$1,000.00
				\$1,000.00
				\$1,000.00
				\$3,000.00
TOTAL				\$6,300.00
Total Outflow				\$9,800.00
Increase in fund	\$8,800.00	\$1,558.70	\$10,358.70	\$200.00
BALANCES	31-Mar-09			
Eisenhower	\$26,801.01			
RBFUC				
Savings	\$927.04			
Money Market	\$6,513.27			
Checking	\$81.25			
Certificates	\$8,830.70			
Total RBFCU	\$16,352.26			
USAA	\$15,411.79			

OPERATIONS				
INCOME	02/28/09	MAR	YTD	FY 10 Budget
Donations				
Chapter	\$1,545.00	\$27.50	\$1,572.50	\$1,000.00
Dues				
MOAA National				\$3,000.00
New Aux				
New Members	100.00			
Renewal Aux	1,350.00	120.00	1,470.00	
Renewal Memb	6,565.00	920.00	7,485.00	
Active				
TOTAL	8,015.00	1,040.00	9,055.00	\$12,000.00
Interest				\$75.00
Shirt Sales	80.00	355.00	435.00	\$250.00
Other				\$200.00
Advertising				
Lariat				\$12,000.00
Directory				\$4,000.00
Sponsorship				\$750.00
Social Events				\$0.00
	Income	Expenses	Results	
January	915.00	917.10	-2.10	
February		75.00	-75.00	
March	915.00	1,044.54	-129.54	
April		35.00	-35.00	
May				
June				
July				
August				
September				
October				
November				
December				
	\$1,830.00	2,071.64	-241.64	
TOTAL INCOME	\$9,562.90	\$1,257.96	\$10,820.86	\$33,275.00
OUTFLOWS	02/28/09	MAR	YTD	FY 10 Budget
Bank Charge/Int	\$113.75	\$21.35	\$135.10	100.00
Board & Staff Mtg				100.00
Branding				500.00
Dues & Subscript	225.00		\$225.00	350.00
Independent Contr	1,485.00	922.50	2,407.50	10,000.00
D&O Insurance				463.00
Liability Insurance	350.00		350.00	350.00
Wreath				150.00
Marketing				1,000.00
Office	367.35	155.33	522.68	2,000.00
Postage & Delivery	190.95	233.45	424.40	1,000.00
Lariat				
Printing	1,559.13	728.56	2,287.69	9,600.00
Postage	1,500.00		1,500.00	2,400.00
Solitares	28.98		28.98	250.00
Telephone	194.56	102.82	297.38	1,200.00
Volunteer Recogn				500.00
Miscellaneous				100.00
Membership				750.00
Focus Groups				300.00
Personal Affairs				150.00
Flag Covers	60.00		60.00	100.00
Directory				
Printing				3,600.00
Postage				350.00
Total Outflows	\$6,074.72	\$2,164.01	\$8,238.73	35,313.00
Results	\$3,488.18	-\$906.05	\$2,582.13	-2,038.00

Task Review:

- 1) AFV Satellite Rep on Board. Ed to follow up on names given to him by Ginny. No update.
- 2) 50th Anniversary Committee. Cheryl Smith. Has contacted MOAA to see what if anything they have planned.
- 3) Corporate Sponsorship. Ed Marvin. No update.
- 4) Critique Card. Surveys to be handed out on a regular basis. Can be removed from the list.
- 5) AFV Advertising. Jim Cunningham and David Patrick to meet with AFV re use of MOAA's mailing list and will encourage Lariat advertising. Meeting scheduled for today.
- 6) Marketing: Car magnets – Len reviewing style and logos.
- 7) Membership Directory – David Patrick to begin working on it.

Buddy Program Status: Cheryl Smith has recruited help from a friend of hers and Kerry Green has an assistant editor in member Jim Payne.

Action Plan Scorecard:

- 1) Retain & Grow Membership
 - a) Attend Newcomer Orientations. Randolph dead issue. Waiting on BAMC approval before approaching Lackland.
 - b) Commander Courtesy Calls. Meet informally but have not done much in the way of formal visits.
 - c) Training Classes. Work in Progress.
 - d) Guard & Reserve. Work in Progress.
 - e) Deputies. Seems to be working OK with the assistance currently received.
 - f) Renewals. Completed.
 - g) Electronic Membership. Completed.
 - h) Other. Now that validation on Ft Sam is complete can proceed with BAMC opportunity.
- 2) Conduct tailor-made programs and events
 - a) Vice President of Programs. Still looking for VP Programs.
 - b) Focus Group. Work in Progress not much sense to do it without a VP Programs.
 - c) Active Duty Events. Work in progress.
 - d) Revise Membership survey. Completed.
 - e) Annual Program Calendar. Completed.
- 3) Retain and Grow more Volunteers
 - a) Volunteer Buddy System. Ongoing.
 - b) Email campaign. Completed.
 - c) Focus Group. Work in Progress.
 - d) Reciprocate by Volunteering. Participated in KLRN event in March.
 - e) Recognize Volunteers. Work in progress.
 - f) Establish Calling Committee. Completed.
- 4) Build Partnerships in the Community
 - a) Possible VA partnership. Morphed into VCAT Project. Ongoing.
 - b) Form Coalition. Being involved with VCAT will assist in this initiative.
 - c) Hold joint events. Work in Progress.

Staff Reports

Administration: Trish Meserve – Requested calendar inputs and updates. Has sent the names of 2 volunteers to Dale. Will also give copies to Cheryl Smith. The number of members so far requesting The Lariat electronically under the new dues structure has increased to 293. Renewal dues for April and reminders for March are in process of being mailed out. Will be taking vacation from June 6 through 24. Back in office on June 28. Al Cote volunteered to place wreath on Memorial Day at Ft Sam Cemetery

Consultant: Maj Len Mull – Absent. No report.

TOPS: Col David Patrick – Recruited 8 members at recent transition panel.

Special Activities Representative: Susie Tolman – In need of cookie angels. If drop off goodies at chapter office on Monday or Tuesday Irene will take to the Warrior and Family Support Center.

AFV Satellite: Lt Col Ginny Alloway – Absent. No Report.

Advertising Coordinator: Lt Col David Walker – Nothing to report.

Volunteer Coordinator: Col Dale VandeHey – Absent. No Report.

Solitaires: Mavis Cleary – Nothing additional to report.

VP Personal Affairs: Col Dave Padden – Advised of three deaths in March – Col Weinbrenner, Harry Sinco and LtCol Zielenski.

Chaplain: Chaplain Taylor – Also contacts deceased's family if needed – is advised by Dave Padden. Let Chaplain know if someone is sick or hospitalized and he will visit them.

PR & Marketing: LtCol Cheryl Smith – Is submitting information to local papers. Has submitted the Oxford Shirt order.

VP Legislative Affairs: Col Al Cote – His business is picking up and suggested Ed LeFebvre come back as VP instead of assistant. Planning on making office calls to local representatives while Washington is in recess. Jim Cunningham advised he will be present when Texas House and Senate takes testimony regarding veterans issues in May. State issues are listed on the Military Coalition website.

VP Logistics: LtCol Fred Koechley – Purchased and attached flag topper holding the banners. Wreath is OK and does not need replenishing.

Duty Officer: Col Irene Collier – Need volunteers for 2 slots in April – 2nd & the 16th. Randy Hoff volunteered for the 16th.

Editor: Col Kerry Green – Nothing additional to report

Webmaster: Col Bill Hudson – Absent. No report.

Old Business:

1. Golf Tournament – Frank Rohrbough thanked all who helped make it such a success. No one won the Hole in One prize. For future events it would be best to double check details with the golfing staff. Will schedule early next year to get a desired date, and preferably after Easter. 38 warriors were scheduled to play and only had 6-7 no shows. Final tally was \$11770 income, \$5175 expenses leaving a net profit of \$6886. 10% will go back to the chapter to cover admin costs and rest (approx 5800) split between scholarship and Wounded Warriors. More than last year. Gene Culp mentioned to Frank how good it all looked.

New Business:

1. TCC Quarterly Meeting in Aug 20 will be hosted by Alamo Chapter. Committee needed to organize the event, headed by Jim Cunningham.
2. Motion was made by David Patrick to split the \$3,000 Col Torrey Scholarship into one \$2,000 and \$1,000 for first runner up. Vote was unanimous, motion carried.

NEXT MEETING: Thursday, May 6 at the MOAA-AC Offices at 0900.
MEETING ADJOURNED at 11:15 am.



Col David Patrick, USAF (Ret), Secretary