

MILITARY OFFICERS ASSOCIATION OF AMERICA

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

Thursday, 4 April 2024

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

Attendees: Col David Patrick, Lt Col Kathie Estrada, MAJ Jim Cunningham, Lisa Skopal, Pete Schaub, Trish Meserve.

Invocation by and pledge led by Jim Cunningham.

Kitty advised those present of the news of Irene Collier's passing.

Secretary: The minutes from 7 March 2024 meeting were approved for filing.

Treasurer: Col Brad Barnhart – (absent) Brad's submitted report:

For the MACEF, individual donations remain surprisingly strong. With the \$3K donation from the Chapter after the golf tournament, the strong FY income has covered about \$6K of the \$20K Foundation Fundraising deficit. On the expense side, should we send a note out to the detachments to remind winners to cash their checks? I would have expected more than 67% of the winners to have cashed their checks by now. Everything else is tracking on the expense side.

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

INCOME	2023		2024		March	April	May	June	July	August	September	October	FY24 YTD	FY24 Budget	Variance	YTD 2023
	November	December	January	February												
Donations (Transfers from Operations)	920.00	1,095.00	860.00	745.00	1,160.00								4,580.00	\$ 4,500.00	80.00	2,691.00
Donations (Checks)	1,561.00	1,290.00	125.00	575.00	165.00								3,716.00	\$ 2,000.00	1,716.00	325.00
Donations (Online)	350.00	775.00	650.00	100.00	24.00								1,899.00	\$ 700.00	9,300.00	100.00
Dividend	27.54	48.79	44.71	49.92	39.82								210.78			79.91
MajGen Dave Garza JROTC Donation				10,000.00									10,000.00	\$ 10,000.00	(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	11,469.92	1,388.82	-	-	-	-	-	-	-	35,680.68	42,200.00	(18,514.04)	13,195.91
OUTFLOWS	2023		2024		March	April	May	June	July	August	September	October	FY24 YTD	FY24 Budget	Variance	YTD 2023
	November	December	January	February												
Expenses																
Office Supplies / Postage			392.20										392.20	\$ 500.00	(107.80)	
Awards Luncheon													-	\$ 2,500.00	(2,500.00)	1691.14
PayPal Fee	11.10	5.32	16.88		1.18								34.48	\$ 20.00	14.48	3.38
Square Fee		28.04	3.65	3.65	5.40								40.74	\$ 20.00	20.74	
													-			
Outreach																
USO WFSC			6,830.00										6,830.00	\$ -	6,830.00	9,634.54
													-			
Leadership Development Initiatives																
ROTC Leadership Development					1,000.00								1,000.00	\$ 4,000.00	(3,000.00)	3000
JROTC Scholarships																
Gen Herring "Let's Go" Cadet Kilic					1,000								1,000.00	\$ 1,000.00	-	-
Col McCarthy "Let's Go" Cadet Birkner													-	\$ 1,000.00	(1,000.00)	1,000.00
Susie Tolman "Let's Go" Cadet Garcia					1,000								1,000.00	\$ 1,000.00	-	
MajGen Dave & Carrie Garza "Let's Go"					5,000								5,000.00	\$ 9,000.00	(4,000.00)	6,000.00
Chapter Scholarship Program																
Col Torrey Minnie Piper					1,000									\$ 1,000.00	(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) Cadet Vallor					13,000								13,000.00	\$ 18,000.00	(5,000.00)	15,000.00
ROTC Scholarships																
Endowment Distribution																
													-	\$ 2,160.00	(2,160.00)	
TOTAL OUTFLOWS	11.10	33.36	7,242.73	3.65	22,006.58	0.00	0.00	0.00	0.00	0.00	0.00	0.00	28,297.42	\$ 42,200.00	(13,902.58)	37,329.06

Operations (501(C)4)

The Chapter Fiscal Year is 25% complete. Chapter income from advertising and individual donations are slightly behind pace, but income from membership dues is significantly higher than expected to keep us on target. For expenses, office supplies are high, but the March expenses include a one-off for the purchase of business cards. I don't have any concerns at this point.

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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	75.00	50.00										\$150.00	\$ 500	-\$350.00	225.00
New Active Duty			25.00										\$25.00	\$ 100	-\$75.00	25.00
New Former			25.00										\$25.00	\$ -	\$25.00	-
New FOC													\$0.00	\$ 50	-\$50.00	25.00
Renewal Surv Sp	50.00	275.00	150.00										\$475.00	\$ 750	-\$275.00	500.00
Renewal Retired	950.00	1,200.00	575.00										\$2,725.00	\$ 9,000	-\$6,275.00	3,550.00
Renewal Active Duty	100.00	25.00											\$125.00	\$ 100	\$25.00	150.00
Renewal Former													\$0.00	\$ 100	-\$100.00	50.00
Renewal FOC	50.00	25.00											\$75.00	\$ 75	\$0.00	-
Total	\$ 1,785.00	\$ 1,600.00	\$ 825.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$4,210.00	\$ 10,675	-\$6,465.00	\$ 4,855.00
Non-Dues Revenue																
Golf Tournament													\$0.00	\$ 5,000	-\$5,000.00	-
Travel Awards			41.94										\$41.94	\$ -	\$41.94	-
Merchandise (Coins/Shirts)	112.00	46.00	30.00										\$188.00	\$ 500	-\$312.00	150.00
Advertising Lariat	275.00	275.00	275.00										\$825.00	\$ 5,000	-\$4,175.00	4,170.01
Corporate Partnership	\$ 100.00	\$ 700.00	\$ 500.00										\$1,300.00	\$ 2,000	-\$700.00	1,350.00
Donations to Chapter	760.00	1,455.00	520.00										\$2,735.00	\$ 13,845	-\$11,110.00	2,766.00
Donations to MACEF	740.00	1,160.00	315.00										\$2,215.00	\$ 7,000	-\$4,785.00	2,156.00
Social Events	1,434.00	1,372.00	912.00										\$3,718.00	\$ 12,500	-\$8,782.00	6,642.00
Total	\$ 3,421.00	\$ 5,008.00	\$ 2,593.94	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$11,022.94	\$ 45,845	-\$34,822.06	\$ 17,234.01
TOTAL INCOME	\$5,206.00	\$6,608.00	\$3,418.94	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$15,232.94	\$ 56,520	-\$41,287.06	\$ 22,089.01

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	\$ 691.00
PayPal Service Fee	95.98	81.26	84.13										261.37	\$ 1,000	738.63	\$ 483.33
Square Service Fee	28.72	77.52	20.39										126.63	\$ 700	573.37	\$ 112.40
D&O Insurance													-	\$ 685	653.00	\$ -
Dues & Subscription	243.05	1,063.80											1,306.85	\$ 1,369	62.64	\$ 1,261.25
Contractor Incentive													-	\$ -	-	\$ -
Independent Contr	2,001.66	2,001.66	2,001.66										6,004.98	\$ 24,020	18,015.02	\$ 7,626.64
Liability Insurance		487.00											487.00	\$ 487	-	\$ 487.00
Marketing													-	\$ -	-	\$ -
Merchandise (Coins/Shirts)													-	\$ -	-	\$ -
Office	973.83	526.54	312.38										1,812.75	\$ 3,668	1,854.76	\$ 914.33
Postage & Delivery	358.70												358.70	\$ 3,000	2,641.30	\$ 622.75
Social Events	2,036.00	1,108.80	2,116.00										5,260.80	\$ 12,500	7,239.20	\$ 6,765.18
Special Activities													-	\$ -	-	\$ -
Telephone	115.59	115.59	115.59										346.77	\$ 1,400	1,053.23	\$ 765.46
Trans to MACEF	660.00	745.00	1,160.00										2,565.00	\$ 7,000	4,435.00	\$ 2,691.00
Volunteer Recognition													-	\$ -	-	\$ -
TOTAL Outflow	\$ 6,513.53	\$ 6,207.17	\$ 5,810.15	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$18,530.85	\$ 56,520	-\$37,989.15	\$ 22,420.34
Surplus/(Deficit)	-\$1,307.53	\$400.83	-\$2,391.21	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$3,297.91	\$0.00	-\$3,297.91	-\$331.33

Cash Balances:

MACEF	Jan	Feb	March	April	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
RBFCU													
Savings	\$ 10.00	\$ 10.00	\$ 10.00										
Money Market	\$ 28,742.59	\$ 39,757.22	\$ 6,121.64										
Checking	\$ 172.02	\$ 168.38	\$ 13,336.20										
Certificates	\$ 10,839.84	\$ 10,874.46	\$ 10,917.35										
Total	\$ 39,764.45	\$ 50,810.06	\$ 30,385.19	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Chapter Operations													
Broadway	\$ 13,062.13	\$ 13,462.96	\$ 11,071.75										
RBFCU CD #1-3	\$ 17,738.73	\$ 17,792.25	\$ 17,849.64										
RBFCU CD #4	\$ 15,102.53	\$ 15,160.01	\$ 15,221.68										
Total	\$ 30,800.86	\$ 31,255.21	\$ 28,921.39	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Social Events													
Chapter													
Inflows	\$ 2,196.00	\$ 1,090.00	\$ 1,368.00	\$ 312.00									\$ 4,966.00
Outflows	\$ 2,186.00	\$ 958.80	\$ 2,116.00										\$ 5,260.80
Variance	\$ 10.00	\$ 131.20	\$ (748.00)	\$ 312.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (294.80)

Monies to cover the cost of the award winner's plus guest lunches in March will be transferred from MACEF to Operations in April (59 @ \$18.90 = \$1,115.10).

VP Membership: COL Felix Santiago, USA (Ret) (absent). Felix's submitted report: The MOAA Alamo Chapter's member population has increased by 33 members or 3.8% since March 1st due to additions from the last Near Real Time (NRT) recruiting listing report, minor gains from one Newcomer's Orientation session, and 12 gains from the Retiree Appreciation Day conducted at Lackland on March 4th. However, despite the increased numbers, the paid member population has decreased by 1.7% from the previous month, largely because the integration of new members has been accomplished through a combination of approaches such as

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the MOAA voucher program for existing Life and Premium members, our 6-month integration Chapter program for regular Basic MOAA members, and the one-year no cost membership for active-duty officers.

The current 509 paid members represent 77% of the realistic pool of potential payers. Thus, nearly a 5% decrement from last month as expected from the slightly increased population with no immediate potential transition to paying status.

Our largest recruiting tool and source for new members continues to be the monthly MOAA national NRT recruiting listing. Nearly 30% of the Chapter's membership was integrated from the NRT-R sourcing. Access to the NRT-R listing, the No-Contact listing, and our national MOAA roster is currently not available as MOAA National is undergoing a system upgrade to a new customer database which began on April 1. Alamo Chapter members should be advised in the upcoming Lariat that members will not be able to log into their membership accounts online during the transition.

As per MOAA, "Council and chapter leaders will not have access to the Committee Module or NRT Report as of April 1 for several weeks. Please plan accordingly. Be advised that all MOAA members are receiving an update on MOAA's system upgrade and how this may impact their access to information during the transition. This message also explains how this transition will impact logging into MOAA.org, with the "email of record" replacing usernames when accessing online accounts. Members should contact the MSC if they have multiple emails on file with MOAA to determine the email of record. Passwords will not change under the new system, and access to MOAA's Legislative Action Center will not be affected. Further instructions on using the new system will be available in the coming weeks."

There are two JBSA-FSH Combined Newcomer's Orientation sessions in April at the Military & Family Readiness Center (MFRC), Bldg. 2797, the first one on April 5th and the second one on April 19th. Community partners are asked to set up info tables no later than 07:50 or during the first break if not able to come before that time. (Kathie and Lisa to man the table on April 5).

Please note key members' names on the final-final notification depicted on **page 12** of the meeting packet. There are at least three key members who traditionally have been active in the Chapter's executive staff. Feel free to encourage renewal if you are in direct contact with those members. (Kitty and David to approach a few of those listed in the Final Final Email list).

There will be an upcoming recruiting opportunity primarily for out-of-area officers. This event is an informational and recruiting resource supportive of MOAA national versus significant gains for the Chapter. The coordinators have been alerted that the Chapter may support one or two of the dates but not all three. The Chapter must submit the names of supporting staff requiring parking access by April 8th.

Who: COMPANY ANDFIELD GRADE OFFICER LEADERSHIP DEVELOPMENT (CFGOLD) students are medical professionals from all Army components (Active, Reserve, and National Guard) in the ranks of SFC to SGM, WO1 to CW4, and 2LT to LTC. The student population has continued to grow overall, but especially in its diversity across component, specialty, and rank. The involvement of our NATO partners has brought an invaluable experience to our students. Since a large portion of the student population has not worked with foreign forces before, learning from their experiences, problems, and solutions across their military's medical operations is an undeniable win for our students.

What: COMPANY AND FIELD GRADE OFFICER LEADERSHIP DEVELOPMENT

Where: Trinity University, One Trinity Place, San Antonio TX 78212

When: June 3-5, 0800-1630 (most of the foot traffic will be on Jun 3rd and 5th)

Why: To provide them with some of the resources to set their commands up for success.

RSVP: Please let me know by April 15th, I need to let leadership know who will be supporting this event. Please email at Patty.A.Sanders.Civ@army.mil

The Membership lead staff position has been and is now officially announced as vacant. Thus, the Chapter Leadership and Staff should encourage those willing to commit to the role to volunteer soon.

If needed, COL (Ret) Felix Santiago stands ready to provide a historical overview of the trajectory of the Chapter's member population, ongoing recruitment and retention strategies, challenges, and recommended future initiatives.

It was unanimously decided to waive the membership dues for one year for a chapter member who behind the scenes contributes greatly to the chapter's mission.

Lisa was tasked with calling Debbie Hargett, Director of Resident Services at the ARC for suggestions on a satellite coordinator to replace Joe & Janet Morgan who have moved out of state.

VP Programs: Col David Patrick, USAF (Ret) / Col Brian Afflerbaugh, USAF (Ret) – Reviewed Brian's program rating and comments from the last luncheon. Service was very poor, no one from the Golf Club staff was monitoring the proceedings hence the low ratings.

David & Kitty recently met with the catering department at the ARC to discuss the May luncheon and contrary to recent years, ARC residents will have to pay for their lunch; it will no longer be part of their meal plan/dining dollars.

VP Legislative Affairs: Maj Jim Cunningham, USA (Ret) – Congress returns next week and it is hoped some progress will be made on existing issues.

Texas legislature: still waiting for the interim charges for next year's session.

Currently talking to two potential members for the Legislative Committee, Col Shaw and Jack Downey.

VP Marketing and Development: Col Lisa Skopal, USAF (Ret) – Dignity Memorial has renewed their Level 2 Corporate Partnership. Continuing to work with RBFCU and First Command for an increase in their participation, as well as soliciting a couple potential new supporters.

Scholarships & Leadership Development: Col Peter Hunt, USAF (Ret) – Absent. Kitty attended the St Mary's ROTC Leadership Development event and provided a \$1,000 donation. Pete to attend the Air Force Leadership Develop event (B.E.A.S.T.) at Medina and provide a \$2,000 donation.

The JROTC Awards ceremony calendar is filling up with presenters.

President: Lt Col Kitty Meyers, USAF (Ret) – MACEF Board has a couple of potential new members, and pending the Chapter Board's approval, Brad Freeman has indicated a willingness to step up as interim chair. The MLP speed dating event went well with 7 of the 17 who indicated a military interest stopping by for more information. Kitty is arranging one-on-one meetings with the candidates to see if their interest is more MACEF or Chapter Board.

Continues to speak to the SA Chamber's Military Affairs committee about the scholarship program.

Scorecard 2024

Reminded all a brief report will be needed at the May meeting in order to update the scorecard and present at the May 22 Chapter Board meeting.

Staff Reports

VAC/VGSAA Rep: Maj Jim Cunningham, USA (Ret) – VOYA awards will take place at the Ft Sam Theatre at 1pm on April 17th where Ed Marvin will be recognized as our Volunteer of the Year.

Army Chief of Staff's Retiree Council Washington DC & JBSA Retirees Council: COL Felix Santiago, USA (Ret) – Absent. Airshow at Randolph on April 6 & 7. CSM Donna Balderston has been nominated to the JBSA Retiree Council.

Transition Liaison Officer: Lt Col Kitty Meyers, USAF (Ret) – Continuing the ongoing Transition activities, e.g. JBSA Transition Alliance and individual counseling. Received a plug via LinkedIn with MOAA national.

Blue Skies of Texas Satellite Chapter Representative: Col Dan Van Syoc, USAF (Ret) – Absent. No report. Kitty delivered the socks collected at Blue Skies to Soldier's Angels for their sock drive.

Volunteer Coordinator: Col Pete Schaub, USAF (Ret) – Continuing on from last month's report in order to ramp up the chapter's support of Soldier's Angels it is suggested we

- a) support their special campaigns/drives such as:
 - i. Care package items for deployed members (Apr and Jun)
 - ii. Military Working Dog items (May)
 - iii. Warm Winter Drive for Homeless Vets (Jul, Aug, Sep)
 - iv. Holiday Stocking Stuffers for deployed members (Oct, Nov, Dec)
 - v. Treats for Troops (Nov, Dec)

b) provide teams of 5 or individual support for Food Drives;

c) provides teams of 20-30 people to assist with packing supplies in their warehouse locations.

Donations for the drives can be dropped off at the office or at the chapter's monthly social event and advertised with in each blast.

It was decided to invite their POC (Jana Evans) to be speaker at the June Happy Hour which would then be the kick off date for our becoming more involved.

Jim Cunningham queried whether resuming the decoration of the VA hospice wards would be an option. The consensus was yes, if there was someone to organize it.

VP Public Relations/Marketing: LtCol Kathie Estrada USAF (Ret) – No report

Administration: Trish Meserve – April renewals consist of 126, of which 62 are to be mailed. 18 are slated to be deleted.

Old Business:

1. Lapel pin Update: Jim Cunningham received the bid from his vendor for \$120 set up, \$3.25 per pin and \$95 shipping for a total of \$540. Lisa advised she was working with a vendor for a Corporate Partnership who may provide a better bid.
2. Staff Meetings with Zoom capability: Discussion concluded we needed a better microphone, camera and sound boost for it to be a viable option. Jim to look into what is available.

New Business:

1. Website review and update pertains to the job descriptions. Each lead was asked to edit the current job description and provide to Kitty. Final versions would be uploaded to the website.

MEETING ADJOURNED at 11.24am.

Next Foundation Board (MACEF) Meeting – Tues 9 April 2pm (then Tues 7 May 2pm)

Next Staff Meeting – Thurs 2 May 10am

Next Golf meeting Thurs 8 May 1pm

Next Chapter Board Meeting – Weds 22 May 10am



Col David Patrick, USAF (Ret)