

# MILITARY OFFICERS ASSOCIATION OF AMERICA

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

Thursday May 2, 2019

Meeting was called to order by President Kitty Meyers at 1000 hrs. A quorum was present and acting throughout the meeting.

**Attendees:** Col Vaughn Caudill, Col Irene Collier, Col David Patrick, Col Pete Schaub, Col Lisa Skopal, LTC Robert Blake, LtCol Kathie Estrada, LtCol Kitty Meyers, Maj Jim Cunningham, Susie Tolman, Trish Meserve.

Invocation and pledge by Jim Cunningham.

Added Open Positions and Surviving Spouse Group to New Business.

**Secretary:** Col David Patrick, USAF (Ret) – Minutes from the April meeting were reviewed and approved for filing.

**Treasurer:** Col Vaughn Caudill, USA (Ret) – Financials from April were reviewed and will be filed as a matter of record.

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

ACEF 501 (C) 3 / Outreach															
INCOME	January	February	March	April	May	June	July	August	September	Oct	Nov	Dec	YTD	2019 Budget	Variance
Donations	2,035.00	527.00	1,140.00	350.00									4,052.00	\$ 4,000.00	52.00
The Big Give				625.00									625.00	\$ -	625.00
Other													-		-
Golf Tournament													-		-
In													-		-
Out													-		-
Sub Total Golf	-	-	-	-	-	-	-	-	-	-	-	-	-	\$ 15,000.00	(15,000.00)
TOTAL INCOME	2,035.00	527.00	1,140.00	975.00	-	-	-	-	-	-	-	-	4,677.00	\$ 19,000.00	(14,323.00)
Austin Scholarship	1,575.11														
OUTFLOWS															
Other															
Big Give Admin Fee	200.00												200.00	\$ -	200.00
Charity															
Warrior & Family Support Ctr													-	\$ 7,500.00	(7,500.00)
MOAA Heritage													-	\$ 125.00	(125.00)
Undesignated Charities													-	\$ 100.00	(100.00)
Total	200.00	-	-	-	-	-	-	-	-	-	-	-	200.00	\$ 7,725.00	(7,525.00)
Scholarships															
Col Torrey				500.00									500.00	\$ 500.00	-
Gen Herring (JROTC)													-	\$ 500.00	(500.00)
Col McCarthy (JROTC)													-	\$ 500.00	(500.00)
Chapter (Jim & Cheryl Cunningham)				500.00									500.00	\$ 500.00	-
ROTC Navy UT Austin													-	\$ 500.00	(500.00)
ROTC Army UT Austin													-	\$ 500.00	(500.00)
ROTC Army Texas State				500.00									500.00	\$ 500.00	-
ROTC Army UT RGV													-	\$ 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)
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	-	-	-	-	-	-	-	-	8,000.00	\$ 11,500.00	(3,500.00)
TOTAL OUTFLOW	200.00	0.00	1,000.00	7,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	8,200.00	\$ 19,225.00	(11,025.00)
Decrease/Increase	1,835.00	527.00	140.00	(6,025.00)	-	-	-	-	-	-	-	-	(3,523.00)	\$ (225.00)	(3,298.00)

## Operating Account – Inflow:

	January	February	March	April	May	June	July	August	September	Oct	Nov	Dec	YTD	2019 Budget	Variance
<b>Membership Dues</b>															
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									\$30.00	\$ -	\$30.00
New Active Duty													\$0.00	\$ -	\$0.00
New Former		60.00											\$60.00	\$ -	\$60.00
Renewal Surv Sp	270.00	140.00	60.00	40.00									\$510.00	\$ 1,000	-\$490.00
Renewal Retired	1,960.00	420.00	150.00	240.00									\$1,870.00	\$ 11,000	-\$9,130.00
Renewal Active Duty		20.00	40.00	20.00									\$80.00	\$ 250	-\$170.00
Renewal Former													\$0.00	\$ 250	-\$250.00
<b>Total</b>	<b>\$ 1,330.00</b>	<b>\$ 2,680.00</b>	<b>\$250.00</b>	<b>\$330.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$4,590.00</b>	<b>\$ 14,500</b>	<b>-\$9,910.00</b>
<b>Non-Dues Revenue</b>															
Golf Tournament													\$0.00	\$ 4,000	-\$4,000.00
Merchandise (Coins/Shirts)	60.00		55.00	80.00									\$195.00	\$ 3,000	-\$2,805.00
Advertising Lariat	1,620.00		4,050.00	2,970.00									\$8,640.00	\$ 10,000	-\$1,360.00
ROTC Medals			475.00										\$475.00	\$ 1,000	\$ -
Corporate Partnership		100.00	300.00										\$400.00	\$ 1,500	-\$1,100.00
Donations to Chapter	550.00	670.00	65.00										\$1,285.00	\$ 2,500	-\$1,215.00
Donations to Outreach	527.00	1,140.00	975.00	758.15									\$3,400.15	\$ 4,000	-\$599.85
Social Events	1,960.00	662.00	1,450.00	1,700.96									\$5,772.96	\$ 14,000	-\$8,227.04
<b>Total</b>	<b>\$ 4,717.00</b>	<b>\$ 2,572.00</b>	<b>\$ 7,370.00</b>	<b>\$ 5,509.11</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$20,168.11</b>	<b>\$ 40,000</b>	<b>-\$19,831.89</b>
<b>TOTAL INCOME</b>	<b>\$6,047.00</b>	<b>\$5,252.00</b>	<b>\$7,620.00</b>	<b>\$5,839.11</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$24,758.11</b>	<b>\$ 54,500</b>	<b>-\$29,741.89</b>

Advised cautionary “flag” in that renewals under way under projected budget. Will post previous year’s total next time. Though we are currently in 2<sup>nd</sup> year of 3 year deal. Received check from USAA to offset for March luncheons, will show on next month’s report.

## 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									79.03	\$ 500	420.97
PayPal Service Fee	36.10	7.29	149.68	69.60									262.67	\$ 450	187.33
D&O Insurance													-	\$ 750	750.00
Dues & Subscription	827.00	451.20	338.72										1,616.92	\$ 1,400	(216.92)
GT Contractor Incentive													-	\$ 1,000	1,000.00
Independent Contr	1,580.00	1,580.00	1,580.00	1,580.00									6,320.00	\$ 19,460	13,140.00
Lariat Postage	1,000.00												1,000.00	\$ 2,000	1,000.00
Lariat Printing	454.02	456.68	650.23	453.18									2,014.11	\$ 5,000	2,985.89
Liability Insurance		425.00											425.00	\$ 500	75.00
Marketing	-	200.00											200.00	\$ 150	(50.00)
Merchandise (Coins/Shirts)	2,227.34												2,227.34	\$ 2,500	272.66
Office	622.78	19.79	94.15	167.57									904.29	\$ 2,500	1,595.71
Postage & Delivery	251.75												251.75	\$ 2,000	1,748.25
ROTC													-	\$ 1,000	1,000.00
ROTC Medals			475.00										475.00	\$ 1,000	525.00
Social Events	1,918.70		2,237.86	1,419.48									5,576.04	\$ 14,000	8,423.96
Solitaires													-	\$ 75	75.00
Special Activities													-	\$ 600	600.00
Telephone	157.15	144.76	146.33	145.30									593.54	\$ 1,800	1,206.46
Trans To Outreach	2,035.00	527.00	1,140.00	975.00									4,677.00	\$ 4,000	(677.00)
Volunteer Recogn													-	\$ 100	100.00
<b>TOTAL OUTFLOWS</b>	<b>11,136.46</b>	<b>3,836.54</b>	<b>6,827.46</b>	<b>5,393.23</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>27,193.69</b>	<b>\$ 61,310</b>	<b>34,116.31</b>
<b>Surplus/(Deficit)</b>	<b>(5,089.46)</b>	<b>1,415.46</b>	<b>792.54</b>	<b>445.88</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(2,435.58)</b>	<b>(6,810.00)</b>	<b>4,374.42</b>

Noted the surplus/deficit is shrinking.

## Reserve Balances & Social Events:

Outreach	Jan	Feb	March	April	May	June	July	Aug	Sep	Oct	Nov	Dec	
RBFCU													
Savings	\$ 7.90	\$ 7.90	\$ 7.90	\$ 7.90									
Money Market	\$16,313.27	\$16,848.60	\$ 6,496.96	\$ 4,975.64									
Checking	\$ 300.46	\$ 300.47	\$10,800.57	\$ 3,800.82									
Certificates	\$ 9,897.01	\$ 9,911.34	\$ 9,927.23	\$ 9,942.63									
<b>Total</b>	<b>\$26,518.64</b>	<b>\$27,068.31</b>	<b>\$ 27,232.66</b>	<b>\$ 18,726.99</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	
<b>Chapter Operations</b>													
Broadway	\$10,793.98	\$13,208.92	\$14,001.98	\$ 25,407.34									
USAA	\$16,480.69	\$16,501.68	\$16,520.67	\$ 16,541.72									
<b>Total</b>	<b>\$27,274.67</b>	<b>\$29,710.60</b>	<b>\$30,522.65</b>	<b>\$ 41,949.06</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	
<b>Social Events</b>													
Income	\$1,894.00	\$720.00	\$1,514.96	\$1,511.00	\$133.00								\$5,772.96
Outgo	\$1,918.70	\$680.20	\$1,557.66	\$1,419.48									\$5,576.04
<b>Variance</b>	<b>-\$24.70</b>	<b>\$39.80</b>	<b>-\$42.70</b>	<b>\$91.52</b>	<b>\$133.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$196.92</b>

This report to be renamed Cash Balances instead of reserves.

## Golf Financials:

	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	2018 YTD
<b>Income:</b>													
Sponsorship		1,000.00		10,000									11,000.00
Donation													-
Entry Donation Warrior				280.00									280.00
Entry Fee Player				560.00									560.00
Super Tickets				120.00									120.00
Total	\$0.00	\$1,000.00	\$0.00	\$ 10,960	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$11,960.00
<b>Expenses:</b>													
Ron Inselmann	1,000.00												1,000.00
Green Fees 112 @ \$40													-
Awards Dinner 125 @ \$25													-
Lessons													-
Club Rental for Warriors													-
Catering Staff Tip													-
Signage													-
Plaques													-
Golf Balls													-
Gift Certificates													-
Beverage Tokens 250 @ \$2.50													-
Hole in One													-
Photographer													-
Goodie Bag Items 140@\$25.50 (-\$33)													-
Super Tickets													-
Shipping													-
Total	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00
<b>Net Profit:</b>													<b>\$10,960.00</b>
-20% MOAA													\$ 2,192.00
Balance:													\$ 8,768.00
(Last year \$8,150 each)													
50% Scholarship:													8,150.00
50% WFSC:													\$ 4,384.00

**VP Membership:** Maj Jim Cunningham, USA (Ret) – Continues to decline. Attending newcomer briefings. David and Lisa to promote at the Defense Gang meetings. Focus will be renewed on satellites at the ARC and in Austin. The current membership stands at 1059 consisting of 191 Active Duty, 165 Surviving Spouses, 20 Former Military and 683 Retired.

**VP Programs:** Col David Patrick, USAF (Ret) – David advised recent luncheon was excellent – Ft Sam Golf Club has apparently paid attention to the survey comments. Dining room looked lovely. Buffet line worked well. Audio set up still less than optimal.

**VP Legislative Affairs:** LTC Robert Blake, USA (Ret) – Bob Blake will encourage the Aspirational Goal Committee to visit congress members during summer recess.

Jim Cunningham advised the Texas Coalition of Veterans Organizations is requesting everyone contact the Veterans Affairs Committee regarding SB1091 which aims to restrict the number of license plates that qualify for toll discounts and will restrict to one per household. Jim will send emails to the staff regarding who to contact before the Monday vote. The occurrence of a special session this year will depend on the progress of the Ad Valorem tax bill and the Education bill. Concerning is the proposed reduction of 17,000 military medical personnel and the expectation that civilian medical offices will be able to cover it. Be aware that a civilian doctor can refer you to a military specialist.

**President:** LtCol Kitty Meyers, USAF (Ret) – Presenting awards at Army and AF ROTC Awards ceremonies in Austin, heavily involved in the SA Chamber's Military Affairs Committee and the Senior Enlisted Advisory panel on Ft Sam. Col Mary Garr is chairing CAM Week activities and Kitty has joined that committee. Working on Red, White & You Job Fair on November 7<sup>th</sup> and commemoration of the 71<sup>st</sup> anniversary of Women in the Military Act on June 12. Will provide info for The Lariat and for distribution to the ARC and Blue Skies. A museum for Army Vietnam Vets is being constructed at the corner of 1604 & NW Military in the headquarters of Lynd Construction – opening ceremony sometime in October which will include the travelling Vietnam Memorial Wall.

**Buddy Program Status:** Encouraged all to solicit buddies as assistants and to fill open positions and committees.

**Scorecard:**

- 1.1 Jim to produce calendar
- 1.2 Jim to approach those organizations attending the newcomer orientation.
- 1.3 Meeting yet to be set
- 1.4 a Ongoing
- 1.4 b Ongoing
- 1.5 a Jim to develop introductory letter – continue sending Lariat through August
- 1.5 b Kitty and Jim to press TCC on a decision
  
- 2.1 a Completed.
- 2.1 b Ongoing
- 2.2 Ongoing

**Staff Reports**

**Blue Skies of Texas Satellite Chapter Representative:** LtCol Jim Conner, USAF (Ret) – Absent. Regarding the last satellite chapter meeting Kathie Estrada advised the format of sitting around a table with the speaker was well received. Next meeting will be in October in conjunction with the Alamo Chapter luncheon at Blue Skies.

**Army Residence Center Satellite Chapter Representative:** (open) - No report.

**Advertising Coordinator:** Col Lisa Skopal, USAF (Ret) – Currently working on a remodeling business and Above Par for Lariat advertising. A discussion centered on whether to participate in Giving Tuesday, but a personal notecard may be more appropriate than a form letter.

**Volunteer Coordinator:** Col Pete Schaub – Pete will pitch KLRN Auction on Thursday June 6<sup>th</sup> from 5:30-9pm.

**Solitaires:** (Open) - No report.

**VP Personal Affairs:** Col Stu Myers, USAF (Ret) / CAPT Cora Bayle Cox USN (Ret) – Absent. No report.

**Chaplain:** Chaplain LTC James Taylor, USA (Ret) – Absent due to illness. No report.

**VP Public Relations/Marketing:** LtCol Kathie Estrada USAF (Ret) – Facebook postings on going.

**Editor:** (Open) - No report.

**Administration:** Trish Meserve – Reviewed calendar for updates. Renewals: May 9, 2<sup>nd</sup> Notice Apr 17, 3<sup>rd</sup> Notice Mar 22, Final Email Feb 1, Deletes Jan 6.  
Moved August meeting to August 7<sup>th</sup>.

**Historian:** (Open) No report.

**Chapter Affairs Officer:** Col Irene Collier, USAF (Ret) – No report.

**Transition Liaison Officer:** MAJ Sean Passmore – Absent. No report.

**Scholarship/JROTC:** Col Peter Hunt, USAF (Ret) – Absent. Will send out new Awards Presentation schedule.

**Special Activities Representative:** Susie Tolman (Surviving Spouse) – No report.

**Old Business:**

- 1) Task List – The two financial tasks have been completed and can be removed. The other task regarding the audit of the January BST meeting demonstrated that an initial \$530 was collected in December therefore does not carry onto 2019 financial totals.

**New Business:**

- 1) Open Positions – the latest organization chart indicated open positions of Editor, Secretary, ARC Satellite Coordinator, Historian, Solitaires Coordinator, Active Duty Liaison. Pete Schaub to send a reminder out on his distro list, and agreed to proof read The Lariat until an Editor can be found.
- 2) MOAA would like us to focus on a formal Surviving Spouse set up. Kathie may have someone in mind.
- 3) Lariat Publisher – tabled until next meeting as report from David Slyman was unavailable.
- 4) Austin Email Recipients – they will receive The Lariat for an additional 3 months, and then be sent a letter crafted by Jim encouraging them to formally complete an application form and join the chapter.

**MEETING ADJOURNED at 11:24am.**

Next Golf Planning Cmte Mtg - Mon 20 May 2pm

Next Staff Meeting – Thu 6 June 10am

Next Board Meeting – Thu 11 June 11:45am

A handwritten signature in black ink, appearing to read "David Patrick", written in a cursive style.

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Col David Patrick, USAF (Ret), Secretary