# **MILITARY OFFICERS ASSOCIATION OF AMERICA**

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

# Thursday May 14, 2020

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

**Attendees:** COL Vaughn Caudill, Col Peter Hunt, Col David Patrick, Col Pete Schaub, Col Lisa Skopal, LtCol Kitty Meyers, MAJ Jim Cunningham, LTJG Rachel Johnson, Janet Morgan, Trish Meserve.

Invocation by Jim Cunningham

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

**Treasurer:** Col Vaughn Caudill, USA (Ret) - General Garza's \$3k contribution paid to this year's scholarships to be excluded from this year's year to date donations. Current status of scholarship checks cashed to be provided to Peter Hunt for follow up.

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

INFLOWS	January	February	March	April	May	June	July	August	September	Oct	Nov	Dec	YTD	2020	Budget	Variance
Donations	459.00	3,185.00	365.00	3,255.00									7,264.00		7,000.00	264.00
The Big Give		., ,-		-,									- ,		1,500.00	(1,500.00
Other													-	\$	450.00	(450.00
Golf Tournament														•	100.00	(100.00
In .													-			
Out													- :			- :
Sub Total Golf	-	-	-	-	-	-	-	-	-	-	-	-	\$ -	\$ :	20,000.00	(20,000.00)
TOTAL INFLOW	459.00	3,185.00	365.00	3,255.00	-	-	-	-	-	-	· .	-	7,264.00	\$	28,950.00	(21,686.00)
OUTFLOWS																
Other																
Big Give Admin Fee	200.00												200.00	\$	400.00	(200.00
JROTC Medals													-	\$	450.00	(450.00
ROTC Admin													-	\$	400.00	(400.00
Golf Administration																,
Charity																
Warrior & Family Support Cl	_													•	6.400.00	(6.400.00
	и												-	\$		(6,400.00
MOAA Heritage														\$	125.00	(125.00)
Total	200.00	-	-	-	-	-		-	-		-	-	200.00	\$	7,775.00	(7,575.00)
Scholarships																
Col Torrey														\$	1,000.00	(1,000.00
JROTC				1,000									1,000.00	\$	1,000.00	-
JROTC													-	\$	1,000.00	(1,000.00
Gen Herring (JROTC)													-	\$	1,000.00	(1,000.00
Col McCarthy (JROTC)														\$	1,000.00	(1,000.00
Chapter (Jim & Cheryl Cunnin	nham)			1,000									1,000.00		1,000.00	- (1,000.00
ROTC Naw UT Austin	gridiriy			1,000									1,000.00	\$	1,000.00	(1,000.00
ROTC Army UT Austin													-	\$	1,000.00	(1,000.00
ROTC Air Force UT Austin													-	\$	1,000.00	(1,000.00
ROTC Air Force Texas State				1,000									1,000.00		1,000.00	(1,000.00
				1,000												
ROTC Air Force Texas State	Date: March												-	\$	1,000.00	(1,000.00
ROTC Air Force UTSA (Ed &	Ruby Marvin	)											-	\$	1,000.00	(1,000.00
ROTC Army UTSA													-	\$	1,000.00	(1,000.00
ROTC Army UTSA														\$	1,000.00	(1,000.00
ROTC Army UTSA														\$	1,000.00	(1,000.00
ROTC Air Force UTSA													-	\$	1,000.00	(1,000.00
ROTC Air Force UTSA														\$	1,000.00	(1,000.00
ROTC Air Force UTSA													-	\$	1,000.00	(1,000.00
ROTC Army St Mary's														\$	1,000.00	(1,000.00
ROTC Army St Mary's													-	\$	1,000.00	(1,000.00
ROTC Army Texas A&M King	sville			1,000									1,000.00	\$	1,000.00	-
ROTC Army Texas A&M Corp													-		1,000.00	(1,000.00
ROTC Army Rio Grande Valle															1,000.00	(1,000.00
Total	-	-	-	4,000.00	-	-		-	-	-	-	-	4,000.00		23,000.00	(19,000.00
	000.65	0.00	0.65	4.000.00	0.60	0.00	0.65		0.00	0.00	0.00	0.00	4 000 00	^	00 775 00	/00 F7F 00
TOTAL OUTFLOW	200.00	0.00	0.00	4,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,200.00	\$	30,775.00	(26,575.00)
Decrease/Increase	259.00	3,185.00	365.00	(745.00)	-	-	-	-	-		-	-	3,064.00	\$	(1,825.00)	4,889.00

# Operations (501(C)4) Inflows:

	_	lanuary	February	Т	March	1	April	May		June		July	Α	ugust	Septe	mber	Oct		Nov	De	С	YTD	2020	Budget	Variance
Membership Dues																									
MOAA National			2,975.00	)																		\$2,975.00	\$	2,500	\$475.00
Austin Chapter																						\$0.00	\$		\$0.00
New Surv Sp																						\$0.00	\$		\$0.00
New Retired		20.00	60.00	)			20.00															\$100.00	\$	100	\$0.00
New Active Duty																						\$0.00	\$	- '	\$0.00
New Former																						\$0.00	\$	100	-\$100.00
Renewal Surv Sp		340.00	120.00	)	60.00		60.00															\$580.00	\$	800	-\$220.00
Renewal Retired		1,780.00	740.00	)	460.00		300.00															\$3,280.00	\$	10,000	-\$6,720.00
Renewal Active Duty			20.00	)	20.00		20.00															\$60.00	\$	100	-\$40.00
Renewal Former					20.00																	\$20.00	\$	- '	\$20.00
Total	\$	2,140.00	\$ 3,915.00	)	\$560.00		\$400.00	\$0.	00	\$0.00	1	\$0.00		\$0.00		\$0.00	\$1	0.00	\$0.00		\$0.00	\$7,015.00	\$	13,600	-\$6,585.00
Non-Dues Revenue				+					+																
Golf Tournament																						\$0.00	\$	4,000	-\$4,000.00
Merchandise (Coins/Shirts)		51.00	46.00	)																		\$97.00	\$	1,500	-\$1,403.00
Advertising Lariat			100.00	)																		\$100.00	\$	12,000	-\$11,900.00
ROTC Medals																						\$0.00	\$		\$0.00
Corporate Partenership			\$ 300.00	) §	100.00																	\$400.00	\$	1,000	-\$600.00
Donations to Chapter		1,520.00	180.00	)	275.00		320.00															\$2,295.00	\$	6,000	-\$3,705.00
Donations to ACEF		3,185.00	365.00	)	3,255.00		265.00															\$7,070.00	\$	7,000	\$70.00
Social Events		2,623.00	904.00	)	462.00																	\$3,989.00	\$	15,000	-\$11,011.00
	\$	7,379.00	\$ 1,895.00	) \$	4,092.00	\$	585.00	\$ -		\$ -	\$	-	\$	-	\$		\$	-	\$ -	\$		\$13,951.00	\$	46,500	-\$32,549.00
TOTAL INCOME		\$9,519.00	\$5,810.0	0	\$4,652.00		\$985.00	\$0.	00	\$0.00		\$0.00		\$0.00		\$0.00	\$1	0.00	\$0.00		\$0.00	\$20,966.00	\$	60,100	-\$39,134.00

Lisa advised the ARC has committed to renew their advertising contract for another year. Questioned why pre-paid income for advertising was not depicted. Kitty advised the current practice of recording monies received in the month it is paid could be reviewed at the Budget Planning meeting in December.

# Outflows:

Category	Jan	Feb	Mar	Apr	May	Jı	ın	Ju		Aug		Se	n	Oct		Nov	Dec	YTD	202	0 Budget	Variance
Copier Mntn Agreement	<u> </u>			628.00				- 50	-	<u>,</u>			-			1101		628.00		575	(53.00)
Square Service Fee	66.58	32.40																98.98	\$	550	451.02
PayPal Service Fee	66.73	37.70		10.54														114.97	\$	800	685.03
D&O Insurance																		-	\$	655	655.00
Dues & Subscription	638.00	428.40																1,066.40	\$	1,700	633.60
GT Contractor Incentive																		-	\$	1,500	1,500.00
Independent Contr	854.16	1,708.32	1,708.32	1,708.32														5,979.12	\$	20,500	14,520.88
Liability Insurance		487.00																487.00	\$	500	13.00
Marketing																		-	\$	750	750.00
Merchandise (Coins/Shirts)																		-	\$	1,500	1,500.00
Office	513.98	12.31		600.71														1,127.00	\$	3,500	2,373.00
Postage & Delivery	86.80	276.80																363.60	\$	1,500	1,136.40
Social Events	2,090.62	1,176.00	636.60															3,903.22	\$	15,000	11,096.78
Special Activities																		-	\$	600	600.00
Telephone	129.92	141.42	153.03	152.86														577.23		1,800	1,222.77
Trans To ACEF	459.00	3,185.00	365.00	3,255.00														7,264.00	\$	7,000	(264.00)
Volunteer Recognition																		-	\$	100	100.00
Total Outflow	\$ 4,905.79	\$ 7,485.35	\$ 2,862.95	\$ 6,355.43	\$ -	\$	-	\$	-	\$ -	-	\$	-	\$	-	\$ -	\$ -	21,609.52	\$	58,530	36,920.48
Surplus/(Deficit)	4,613.21	(1,675.35)	1,789.05	(5,370.43)	-		-		-		-		-		-	-	-	(643.52)	)	1,570.00	(2,213.52)

# **Cash Balances:**

Educational Foundation	Jan	Feb	March	April	May	9-Jun-01	July	Aug	Sep	Oct	Nov	Dec	
RBFCU													
Savings	\$ 5.00	\$ 5.00	\$ 5.00	\$ 5.00									
Money Market	\$20,493.56	\$ 23,687.44	\$ 24,062.60	\$ 1,822.40									
Checking	\$ 30.64	\$ 30.64	\$ 30.64	\$ 19,031.14									
Certificates	\$10,085.17	\$10,096.70	\$ 10,110.02	\$ 10,122.92									
Total	\$30,614.37	\$33,819.78	\$ 34,208.26	\$ 30,981.46	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Chapter Operations													
Broadway	\$12,536.37	\$ 11,201.02	\$ 13,269.19										
RBFCU CD's	\$16,724.73	\$ 16,743.99	\$ 16,764.61	\$ 16,784.58									
Total	\$29,261.10	\$ 27,945.01	\$ 30,033.80	\$ 16,784.58	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Social Events	Jan	Feb	March	April	May	June	July	Aug	Sep	Oct	Nov	Dec	YTD
Chapter													
Inflows	\$ 1,104.00	\$ 766.00	\$ 872.00	\$ 22.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,764.00
Outflows	\$ 1,106.62	\$ 636.60	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,743.22
Variance	\$ (2.62)	\$ 129.40	\$ 872.00	\$ 22.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,020.78
Satellites													
Inflows													
ARC	\$ 23.00	\$ 46.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$69.00
BST	\$ 936.00	\$ 264.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$1,200.00
Austin	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$0.00
Total	\$ 959.00	\$ 310.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,269.00
Outflows													
ARC	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
BST	\$ -	\$ 1,176.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,176.00
Austin	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	\$ -	\$ 1,176.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,176.00
Variance													
ARC	\$ 23.00			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 69.00
BST	\$ 936.00	\$ (912.00)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 24.00
Austin	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	\$ 959.00	\$ (866.00)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 93.00

Requested refunds for events that were cancelled have been completed.

#### Golf:

	<u>Jan</u>	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	2020 YTD	2020 Budget	Variance	2019
ncome:																
Sponsorship													-	18,000.00	18,000.00	17,658.00
Donation													-	2,000.00	2,000.00	1,805.00
Entry Donation Warrior @		150.00											150.00	3,000.00	2,850.00	2,800.00
Entry Fee Player (92 paid,	70% at \$140)	140.00	420.00										560.00	13,160.00	12,600.00	12,328.00
Super Tickets @ \$150		50.00											50.00	5,750.00	5,700.00	4,160.00
Total	\$ -	\$ 340.00	\$ 420.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$760.00	\$41,910.00	\$41,150.00	\$38,751.00
Expenses:																
Ron Ins 11201.02	1,000.00												1,000.00	1,000.00	-	1,000.00
Green Fees 120 @ \$55													-	6.600.00	6.600.00	4,720.00
Awards Dinner 125 @ \$2	5												-	3,125.00	3,125.00	3,125.00
Lunch													-	1,500.00	1,500.00	
Lessons													-	210.00	210.00	210.00
Catering Staff Tip													-	220.00	220.00	200.00
Banner													-	140.00	140.00	139.00
Cling for Beverage Carts													-	10.00	10.00	8.00
Hole Signange etc (16 @	\$20)												-	320.00	320.00	320.00
Acrylic Awards 7" @\$35	i												-	245.00	245.00	231.00
Acrylic Awards 5" @\$18	3												-	90.00	90.00	100.80
Gift Certificates													-	1,560.00	1,560.00	1,560.00
Beverage Tokens 300 @	\$3												-	900.00	900.00	900.00
Gatorades													-	-	-	200.00
Hole in One Ins														400.00	400.00	390.00
Photographer														150.00	150.00	150.00
Goodie Bag Items (shirt	s, balls & Po	oker Chip)15	50@\$30											4,500.00	4,500.00	3,697.50
2nd Logo on Ball													-	120.00	120.00	108.00
Super Tickets													-	-	-	885.00
Shipping													-	500.00	500.00	498.24
Total	\$1,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000.00	\$ 21,590.00	\$20,590.00	\$ 18,442.54
								-				Net Profit:	-\$240.00			\$20,308,46
												-20% MOAA				\$ 4,061.69
												Balance:				\$ 16,246.77
									(2019 \$8,1	125 each at 50%						
										50%		Scholarship:				\$ 8,123.38
										50%		WFSC:	\$ (96.00)			\$ 8,123.38

Status of Golf Tournament unknown – the cancelled planning committee meeting has yet to be rescheduled.

**VP Membership:** COL Felix Santiago, USA (Ret) – Absent. Chart highlights Felix's usual accomplishments when he is able to attend recruitment events that have been cancelled due to Covid-19 restrictions.

Current membership stands at 1109 consisting of 247 Active Duty, 163 Surviving Spouses, 24 Former Military and 675 Retired.

A list of the 26 members about to receive their final dues notice was reviewed.

**VP Programs:** Col David Patrick, USAF (Ret) – Events for March, April and May were cancelled, a decision on the June Dinner Dance will be made in conjunction with The Petroleum Club's current COVID-19 policies, but will likely also be cancelled.

**VP Legislative Affairs:** Maj Jim Cunningham, USA (Ret) – The TVCO has produced a letter regarding the 2021 State legislative session. Predictably anything that may incur a fiscal note may be unlikely to be considered due to the lost revenue from oil and sales tax during the pandemic. On the federal level, MOAA national has cut back its priorities to just one, namely, holding back on any health system reforms since the military is heavily involved in fighting the pandemic together with civilian medical people.

**President:** LtCol Kitty Meyers, USAF (Ret) – Attended many virtual meetings including a JBSA presentation re COVID-19 restrictions, Chamber Military Affairs Committee meeting, and a UTSA Air Force ROTC commissioning event.

MOAA approved \$2,500 of the \$5,000 grant application to cover expenses for a Transition Event at five Texas military bases that do not have much Transition assistance available as well as monies to cover the cost (\$180) of the increase in Constant Contact prices because of the Employment emails being sent out now through that method. TVC and others will also assist in underwriting the Transition team visits that will provide resume, LinkedIn, and job search hints & tips assistance.

General Linderman is retiring and going to work at Randolph. Her replacement for 502 Commander is another female (the third in a row!) namely General Caroline Miller.

#### Scorecard:

Reviewed each action item and David will update scorecard for a future Board meeting. Priority 1: Felix's report of the meeting with recruitment volunteers will be provided next time. Action item 1.5 is complete.

Priority 2: Lisa Skopal working on 2.1 re advertising committee members and various leads, including Ellis HVAC, a lawn service, and D'Ann Harper Realty. Vaughn researching 2.4 to set up a Legacy/Endowment program.

Priority 3: Connecting and formalizing the Legislative team is a work in progress.

#### **Staff Reports**

**VP Personal Affairs:** Col Stu Myers, USAF (Ret) / CAPT Cora Bayle Cox USN (Ret) – Both absent. Cora did provide a draft of the formulated decedent check list which will be distributed to all by email.

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

**VP Public Relations/Marketing:** LtCol Kathie Estrada USAF (Ret) – Absent but advised she is focusing on the chapter Facebook page.

Editor: (Open) - No report.

**VAC/VGSAA Rep:** MAJ Jim Cunningham, USA (Ret) – No report. Meetings cancelled due to COVID-19.

**Administration:** Trish Meserve – 21 renewals for May, 49 from Feb thru April and 26 deleted from January. Received an email from Dixie Flag and if you want to support a local company they are making facemasks for \$15.

Historian: (Open) No report.

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

**Transition Liaison Officer:** LtCol Kitty Meyers, USAF (Ret) – Weekly Zoom meetings with JBSA and currently working on a spouse webinars for Hiring Heroes in May and June, plus the Red, White & You Job Fair in conjunction with Alamo Workforce Solutions and David Patrick and Stephan Porter.

**Active Duty Liaison Officer:** Rachel Johnson volunteered to fill this position. Her scope and thereby contacts will increase when she moves from her current position on Ft Sam to one at Lackland.

**Scholarship/JROTC:** Col Peter Hunt, USAF (Ret) – Working on getting all receipts together for reimbursement. Will perform an inventory of all supplies and medals. Spoke with incoming ACEF Board Chair Jack Downey regarding Scholarship program funding and procedures. (David Patrick advised Bob Certain had stepped down and Jack Downey had been approved as his successor by the Chapter Board).

Advised that General Garza, after reading the essays of the Scholarship winners, offered to increase all 6 JROTC scholarships from \$500 to \$1,000, increasing the total of scholarships awarded in 2020 to \$23,000.

Special Activities Representative: Susie Tolman, Surviving Spouse – Absent. No report.

Blue Skies of Texas Satellite Chapter Representative: LtCol Jim Conner, USAF (Ret) – Absent. No meetings planned until after the pandemic.

**ARC Satellite Chapter Representative:** Col Joe Morgan, USAF (Ret) – Janet Morgan advised the lock down was still in effect and fortunately no COVID-19 cases and a recent zero infraction health report. Dining room is closed so meals can be picked up or delivered. The next meeting speaker will be the regional president of the American Gold Star Mother's Inc, Candy Martin, whenever that might be able to be arranged. Positive responses still being received from previous speaker, Gail Joyce.

**Advertising Coordinator:** Col Lisa Skopal, USAF (Ret) – Will pick up Advertising packets from the office.

**Volunteer Coordinator:** Col Pete Schaub – Nothing to report.

Solitaires: (Open) - No report.

#### Other:

- 1) Warrior Games David to check on the status
- 2) Change of command Col Fiol going to Ft Meade; Col Carter of Security Forces retiring July 1<sup>st</sup>, Col Thompson of Lackland retiring July 2<sup>nd</sup>; new commander of the Reserves comes on board June 5 and new BAMC commander on board June 22.
- 3) Army Run cancelled
- 4) All three base schools will have graduation ceremonies and families in attendance.
- 5) Drive thru testing will be available soon at BAMC
- 6) General Juan Ayala also working part-0time as

**New Business:** None

#### **MEETING ADJOURNED at 11:15am.**

Next Staff Meeting – Thursday 4 June 10am Next Board Meeting – TBD Next Golf Meeting – TBD

Col David Patrick, USAF (Ret), Secretary

- Jun Win but