

ALAMO CHAPTER
P. O. Box 340497 Ft Sam Houston, Texas 78234
(210) 228-9955
MINUTES OF STAFF MEETING
Thursday August 2, 2018

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	January	February	March	April	May	June	July	August	September	Oct	Nov	Dec	YTD	2018 Budget	Variance
Membership Dues															
MOAA National		1,465.00											\$1,465.00	\$ 500	\$965.00
Austin Chapter						866.57							\$866.57	\$ -	\$866.57
New Surviving Spouses			15.00										\$15.00	\$ -	\$15.00
New Retired			55.00			30.00	40.00						\$125.00	\$ -	\$125.00
New Active Duty													\$0.00	\$ -	\$0.00
New Former													\$0.00	\$ -	\$0.00
Renewal Surviving Spouses	370.00	200.00	45.00	30.00	30.00	30.00	30.00						\$735.00	\$ 900	-\$165.00
Renewal Retired	1,430.00	565.00	225.00	220.00	210.00	470.00	210.00						\$3,330.00	\$ 5,000	-\$1,670.00
Renewal Active Duty		55.00	85.00		120.00								\$260.00	\$ 650	-\$390.00
Renewal Former			125.00	15.00		85.00							\$225.00	\$ 200	\$25.00
Total	\$ 1,800.00	\$ 2,285.00	\$550.00	\$265.00	\$360.00	\$1,481.57	\$280.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$7,021.57	\$ 7,250	-\$228.43
Non-Dues Revenue															
CFC													\$0.00	\$ -	\$0.00
Travel Rewards													\$0.00	\$ -	\$0.00
Golf Tournament													\$0.00	\$ 3,000	-\$3,000.00
Merchandise (Coins/Shirts)				25.00									\$25.00	\$ -	\$25.00
JROTC Medals (Garza)													\$0.00	\$ 1,000	-\$1,000.00
Advertising Lariat		150.00		3,070.00	1,620.00	100.00	1,080.00						\$6,020.00	\$ 12,000	-\$5,980.00
Corporate Partnership			200.00		100.00	100.00							\$400.00	\$ 1,000	-\$600.00
Donations to Chapter	1,020.00	285.00	110.00	281.00	10.00	45.00	140.00						\$1,891.00	\$ 6,000	-\$4,109.00
Donations to Outreach	1,715.00	347.00	395.00	556.00	40.00	815.00	20.00						\$3,888.00	\$ 8,000	-\$4,112.00
Social Events	1,826.00	630.00	1,086.00	1,172.00	1,098.00	2,860.00							\$8,672.00	\$ 15,000	-\$6,328.00
Total	\$ 4,561.00	\$ 1,412.00	\$1,791.00	\$5,104.00	\$2,868.00	\$3,920.00	\$1,240.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$20,896.00	\$ 46,000	-\$25,104.00
TOTAL INCOME	\$6,361.00	\$3,697.00	\$2,341.00	\$5,369.00	\$3,228.00	\$5,401.57	\$1,520.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$27,917.57	\$53,250	-\$25,332.43

Category	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD	2018 Budget	Variance
Bank Charge/Int							-						-	\$ 50	50.00
Board & Staff Mtg													-	\$ -	-
Building Costs (rent)													-	\$ -	-
Copier Mntn Agreement				519.00									519.00	\$ 475	(44.00)
Square Service Fee	23.77	14.06	16.84	13.78		64.73	24.93						164.11	\$ 575	410.89
PayPal Service Fee	38.65	24.29	40.95	50.55	27.74	41.65	42.62						266.45	\$ 475	208.55
D&O Insurance													-	\$ 675	675.00
Dues & Subscription	793.00		537.20	25.00			51.00						1,406.20	\$ 1,200	(206.20)
GT Contractor Incentive													-	\$ 650	650.00
Independent Contr	790.00	1,580.00	1,580.00	1,580.00	1,580.00	1,580.00	1,580.00						10,270.00	\$ 19,460	9,190.00
Lariat Postage						1,000.00							1,000.00	\$ 2,500	1,500.00
Lariat Printing	451.30	453.09	455.18	454.04	454.39	454.28	1,532.70						4,254.98	\$ 7,000	2,745.02
Liability Insurance		425.00											425.00	\$ 450	25.00
Marketing													-	\$ 300	300.00
Membership Recruiting													-	\$ -	-
Merchandise (Coins/Shirts)													-	\$ -	-
Miscellaneous						125.00	(125.00)						-	\$ -	-
Office	295.21	153.33	96.24	714.38	81.06	6.81	544.69						1,891.72	\$ 3,200	1,308.28
Personal Affairs													-	\$ -	-
Postage & Delivery				6.70		251.75	201.75						460.20	\$ 1,500	1,039.80
ROTC													-	\$ 300	300.00
JROTC Medals													-	\$ 1,000	1,000.00
Satellite Chapters													-	\$ 600	600.00
Social Events	1,422.48	1,087.36	1,810.32	1,149.06		1,136.90	2,708.20						9,314.32	\$ 15,000	5,685.68
Solitaires													-	\$ 75	75.00
Special Activities													-	\$ 600	600.00
Telephone	157.78	173.16	151.79	154.80	150.12	150.75	153.07						1,091.47	\$ 1,800	708.53
Trans To Outreach	1,915.00	1,715.00	285.00	395.00	556.00	40.00	815.00						5,721.00	\$ 7,000	1,279.00
Volunteer Recogn													-	\$ 100	100.00
TOTAL OUTFLOWS	5,887.19	5,625.29	4,973.52	5,062.31	2,855.31	4,851.87	7,528.96	-	-	-	-	-	36,784.45	\$ 64,985	28,200.55
Surplus/(Deficit)	473.81	(1,928.29)	(2,632.52)	306.69	372.69	549.70	(6,008.96)	-	-	-	-	-	(8,866.88)	(11,735.00)	2,868.12

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8/2/18			<u>Jan</u>	<u>Feb</u>	<u>Mar</u>	<u>April</u>	<u>May</u>	<u>June</u>	<u>July</u>	<u>Aug</u>	<u>Sept</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>	<u>2018 YTD</u>
Income:															
	Sponsorship	6,000.00					5,000.00	1,000.00							12,000.00
	Donation					100.00									100.00
	Entry Donation Warrior				140.00	140.00		140.00	420.00						840.00
	Entry Fee Player				280.00	140.00		280.00	1,599.00						2,299.00
	Super Tickets				120.00	40.00		80.00	360.00						600.00
	Silent Auction														-
	Hole in One														-
		Total	\$6,000.00	\$0.00	\$540.00	\$420.00	\$5,000.00	\$1,500.00	\$2,379.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$15,839.00
Expenses:															
	Ron Inselmann	1,000.00													1,000.00
	Green Fees														-
	Awards Dinner and lunch														-
	Lessons														-
	Club Rental for Warriors														-
	Catering Staff Tip														-
	Plaques/Signage														-
	Golf Balls														-
	Gift Certificates														-
	Hole in One														-
	Photographer														-
	Goodie Bag Items														-
	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
										Net Profit:			\$ 14,839.00		
										-20% MOAA			\$ 2,967.80		
										Balance:			\$ 11,871.20		
										50% Scholarship:			\$ 5,935.60		
										50% WFSC:			\$ 5,935.60		

Status of Alamo Chapter Educational Foundation will be reported on next month. Reporting page of Outreach and ACEF will be reformatted and combined at some point. Franchise Tax report filing deadline was missed, penalty paid by Operations account.

Vaughn's retirement ceremony from JB SA scheduled for Aug 28.

Vice President Operations: Col Peter Hunt, USAF (Ret) – Volunteered to attend ETAP at Randolph which clashes with Chapter luncheons.

Vice President Administration: Lt Rebekah Emery, USA (Frmr) – Absent. No report.

VP Membership: Maj Jim Cunningham, USA (Ret) – Working on ideas to reverse the downward trend in membership numbers. Will be participating in TMOA meeting next week in Austin to talk transition and promote chapter/satellite membership. Realized after moving into BlueSkies himself that the letter and application included in the New Resident Welcome package may get buried. Working on specific events at BlueSkies and the resurrection of satellite chapter. Encouraged all to carry membership applications. David Patrick as MOAA Ambassador participated in MOAA conference call and learned the basic membership for max age 35 is to be nixed and a new dues structure will be introduced. Jim will be attempting to participate in the JBSA Newcomer Orientations.

VP Programs: Col David Patrick, USAF (Ret) – August lunch hosted by Randolph-Brooks FCU and presentation by Peter Van de Putte of Dixie Flag. Reviewed draft of programs for 2019. Speaker suggestions added by Pete Hunt and encouraged David to add Parr Club. David to incorporate suggestions and reserve the facilities and price menus to lock in pricing. Will look into Summer Celebration at Holiday Inn and Happy Hour at Randolph and Lackland.

VP Legislative Affairs: LTC Robert Blake, USA (Ret) – 2.6% pay raise obtained for Active Duty, other topics such as grandfathering TriCare participants still be discussed. Recruited Troy Arambula as Chapter Rep for Congressman Gonzales.

President: LtCol Kitty Meyers, USAF (Ret) – Has successful marketing plan meeting. Attended Chamber event to meet the new Air Force Brigadier Generals. Connected again with new JBSA commander, she is very supportive of MOAA. Working with MOAA regarding Hiring Heroes event on Nov 1 and Military Spouse event on Oct 1. Together with David Patrick attended planning meeting of Red, White & You Job Fair on Nov 8, chapter will have a recruiting table there.

Attended various Chamber events and JBSA Transition meetings.

Will be attending MOAA Annual Meeting in Phoenix Oct 30, and TCC meetings in September and November.

Other upcoming events include Aug 28 Change of command ceremony, Sept 28 AF Ball at Hyatt Hill Country, Nov 10 Marine Ball.

Buddy Program Status: Will be consolidating Logistics and Administration positions, if anyone has busses need to fill the vacancies! Thanked Chuck Poole for his role as VP Public Relations but need to replace him with someone who has more time to devote to the position, and who can produce newsletter articles and set up social media page etc.

MOAA National Update: Col Barbara Ramsey, USA (Ret) – Absent. Emailed report: MOAA scored a home run on the NDAA with over 13000 legislative alerts to our Congressional leaders not to raise Tricare fees, in the upcoming budget years. The budget has approval from both the Senate and House conferees, but has not been approved through the floor vote. Congress has until Sept 20 to pass this budget before the midterm elections! (could be a continuing resolution again in my opinion)

The VA Choice budget is stalled in the appropriation Committee, trying to find the funds to the program. Stay tuned!

Staff Reports

Editor/VGSAA Rep: Col Kerry Green, USAF (Ret) – Absent - no report.

Webmaster: Col Bill Hudson, USAF (Ret) – Absent. Working some website glitches.

Administration: Trish Meserve – Reviewed calendar for updates. Fire extinguishers were serviced for \$125. Received 15+ responses from ARC mailer. Raffles now allowed on post but only twice a year.

Historian: LTC Kerry Reyna USA (Ret) – Working for 24th Air Force Command at Lackland has meant a lot of travel.

Chapter Affairs Officer/ARC Representative: Col Irene Collier, USAF (Ret) – New CEO Steven Fuller is showing himself to be very visible and approachable. Irene brings in the bio of a proven good speaker at the ARC for David's review. ARC currently 95% full.

Transition Liaison Officer: LtCol Kitty Meyers USAF (Ret) – Nothing additional to add.

Scholarship/JROTC: Col Peter Hunt, USAF (Ret) – Has committed for another year to the Minnie Piper Foundation to screen candidates for the \$500 Col Torrey Scholarship for 2019.

Will be organizing meetings for the scholarship committee and looking for deputy/assistant.

Special Activities Representative: Susie Tolman (Auxiliary/Surviving Spouse) – Still needing additional bakers for Treats for Troops. The Ft Sam Retired Officers' Wives & Widows Club will be changing its name in September when it reconvenes after the summer break to the Ft Sam Retired Officer's Spouses Club. Meets at Ft Sam Golf Club and has good speakers.

Blue Skies West Liaison: LtCol Jim Conner, USAF (Ret) – Absent. Emailed Report: Has set up the room at Blue Skies West for a first meeting to discuss having a satellite chapter at Blue Skies. Kitty Myers has already indicated she will attend. Any other chapter member that would like to attend please let me know. We will meet in the Road Runner room at BSTW at 12:00pm Friday 14 Sep. Individuals can go through the lunch line to have a working lunch type meeting. No formal speaker is planned but we will explain the function of a satellite chapter and the benefits MOAA members can gain from chapter meetings. I have had several MOAA members indicate an interest in a satellite chapter. I also have the current roster of MOAA members from BSTW and BSTE and if they are Alamo Chapter members or not.

Blue Skies East Liaison: (Open). No report.

VS&V: Lt Mary Priddy, USN (Fmr) – Absent. No report.

Advertising Coordinator: Col Rafael Paredes, USA (Ret) – Absent. No report.

Volunteer Coordinator: Col Pete Schaub – Working with Mary Garr regarding volunteers for Family Services. Will be setting up another Food Bank event in mid-September for 10-15 volunteers. KLRN was a fun event – it was opined that all should wear MOAA logo'd shirts. Discussion centered on the need to spend money to make this happen – could be a money maker, need a dedicated person. David Patrick has a contact for a decent quality polo shirt. Pete Schaub volunteered to research costs, but David Patrick to approach Ron Carr to see if he is able to take on the project. Will also send out email to his volunteers regarding need for VP Public Relations.

Solitaires: Pat Shecter (Auxiliary) – Absent. No report. Phone call later indicated Solitaires brunch is now on 3rd Sunday and does change. Still needing new coordinator.

VP Personal Affairs: Col Stu Myers, USAF (Ret) – 2 officer deaths in July – one of which was a past president of the former Austin Chapter, Maj Jack Garrison.

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

VP Public Relations/Marketing: (Open) No report.

Old Business:

- 1) Task List was reviewed.
- 2) What Has The Chapter Done for You Lately for July – please submit activities to Trish for the September Lariat article.

New Business:

- 1) Marketing/Membership Strategy Meeting (see notes in Appendix A).
Goal is to fine tune the marketing pitch and focus on many smaller supporters rather than the large companies. Must increase revenue.

MEETING ADJOURNED at 11:45am.

Next Golf Planning Cmte meeting Monday 16 August 2pm

Next Staff meeting Thursday 6 September 10am

Next Board meeting Oct (TBD)



Col David Patrick, USAF (Ret), Secretary

Appendix A

1. Marketing

- a. Sell tables at luncheon meetings
 - i. Luncheon attendance
 - ii. Members
 - iii. Non-members
 - iv. Topics
- b. Emphasize value for price paid
 - i. Compare senior living facilities with Blue Skies and the ARC.
 - ii. Talk about reach beyond membership
 - iii. JBSA warrior and family support center
 - iv. Military transition
 - 1. ETAP
 - 2. Job fairs
 - v. Legislative leadership
 - 1. Mayor
 - 2. Federal
 - 3. State
 - vi. Surviving Spouses
 - vii. Chamber of Commerce
 - viii. Info provided in Lariat
- c. Activities
 - i. Legislative advocate
 - ii. Transition
 - iii. Community activities
- d. Sponsors can write articles of their specialty for the Lariat
- e. Use different approaches – advertise vs donation

2. Membership

- a. Value for price paid also above
- b. Forward MOAA weekly blasts to connect with National
- c. Add to lunch agenda script to bring one new attendee next month
- d. Corporate membership
 - i. Vs partnership
 - ii. Voting member?
 - iii. Board member?
 - iv. Address value in media kit
- e. Develop committees to increase involvement – create core group for support and succession