

MILITARY OFFICERS ASSOCIATION OF AMERICA

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

MINUTES OF STAFF MEETING Thursday, September 4, 2014

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

Attendees: Col Irene Collier, Col Kerry Green, Col Peter Hunt, Col David Patrick, LTC Randy Hoff, Maj Jim Cunningham, Maj Len Mull, Susie Tolman, Trish Meserve.

Invocation and pledge led by Jim Cunningham.

Additions to the agenda: None

Secretary: Col David Patrick – Minutes from the August meeting were reviewed and approved for filing.

President: Maj Jim Cunningham – Along with David Patrick, he has vacated the Board of the San Antonio Coalition for Veterans and Families. Currently working on upcoming Job Fairs in September and November. Also working with Employer Initiative Project (EIP) to educate employers on the merits of hiring veterans. Has briefed LTC Hensley, in charge of the central region of Soldier For Life, what is being done in the San Antonio area to assist transitioning military. Working with Army North to revitalize the Ft Sam Retiree Council with the goal to expand the Committee to effectively connect with AUSA, MOAA-AC and JBSA.

The Chapter has again been awarded the MOAA national Five Star Award of Excellence for 2013 and will be presented with its banner at the MOAA Annual meeting in Arlington, VA in October.

As Chairman of the TVC Communication Committee Jim will be in Houston on Tuesday to hand out awards to media outlets who have published stories on veterans.

On Sat Sept 12 he will be in Austin representing the chapter and with the wreath at the POW/MIA recognition ceremony.

Kerry Green is to look into possible future budget item of reimbursing Jim for some of his out of pocket expenses associated with the chapter.

Advised talks are ongoing with First Command to possibly assist and enhance our scholarship program.

Treasurer: Vaughn Caudill (absent) – August financials and the three year comparison for the upcoming Board meeting were reviewed and approved for filing.

Outreach Account:

<u>INCOME</u>	<u>May</u>	<u>June</u>	<u>July</u>	<u>August</u>	<u>YTD</u>	<u>2014 Budget</u>	<u>Variance</u>
Donations	1,087.00	130.00	130.00	220.00	7,223.00	\$ 8,000.00	(777.00)
Other					5,000.00		5,000.00
Golf Tournament							-
In			2,875.00	10,000.00	12,875.00		12,875.00
Out					1,000.00		1,000.00
Sub Total Golf	-	-	2,875.00	10,000.00	11,875.00	\$ 15,000.00	(3,125.00)
TOTAL INCOME	1,087.00	130.00	3,005.00	10,220.00	24,098.00	\$ 23,000.00	1,098.00
<u>OUTFLOWS</u>							
Charity							
Wounded Warrior					-	\$ 10,500.00	(10,500.00)
Red Cross					-	\$ 500.00	(500.00)
Undesignated Charities					-	\$ 200.00	(200.00)
VA Hospice						\$ 300.00	
Total	-	-	-	-	-	\$ 11,500.00	(11,500.00)
Scholarships							
Torrey 2K					-	\$ 2,500.00	(2,500.00)
Gen Herring (JROTC #1)					-	\$ 2,500.00	(2,500.00)
McCarthy (JROTC #2)				2,500.00	2,500.00	\$ 2,500.00	-
JROTC #3		2,500.00			2,500.00	\$ 2,500.00	-
Marvin (Chapter)		2,500.00			2,500.00	\$ 2,500.00	-
Total	-	5,000.00	-	2,500.00	7,500.00	\$ 12,500.00	(5,000.00)
TOTAL OUTFLOW	0.00	5,000.00	0.00	2,500.00	7,500.00	\$ 24,000.00	(16,500.00)
Decrease/Increase	1,087.00	(4,870.00)	3,005.00	7,720.00	16,598.00	\$ (1,000.00)	17,598.00

Operating Account – Inflow:

	<u>May</u>	<u>June</u>	<u>July</u>	<u>August</u>	<u>e</u>	<u>YTD</u>	<u>2014 Budget</u>	<u>Variance</u>
Membership Dues								
MOAA National				250.00		\$4,370.00	\$ 3,000	\$1,370.00
New Aux						\$0.00	\$ -	\$0.00
New Retired		25.00		40.00		\$130.00	\$ -	\$130.00
New Active Duty						\$25.00	\$ -	\$25.00
New Former						\$0.00	\$ -	\$0.00
Renewal Aux	30.00	15.00	15.00			\$1,035.00	\$ 1,500	-\$465.00
Renewal Retired	370.00	480.00	870.00	550.00		\$7,785.00	\$ 8,000	-\$215.00
Renewal Active Duty	25.00	80.00	100.00	55.00		\$410.00	\$ 800	-\$390.00
Renewal Former						\$0.00	\$ -	\$0.00
Total	\$425.00	\$600.00	\$985.00	\$895.00		\$13,755.00	\$ 13,300	\$455.00
Non-Dues Revenue								
Trip Rewards						\$1,457.80	\$ -	\$1,457.80
Shirt Sales						\$0.00	\$ -	\$0.00
Merchandise	1.00	10.00				\$201.00	\$ -	\$201.00
Advertising Lariat		1,890.00				\$12,090.00	\$ 18,000	-\$5,910.00
Corporate Partnership	200.00			200.00		\$600.00	\$ 1,000	-\$400.00
Donations to Chapter	35.00	60.00	735.00	720.00		\$5,075.00	\$ 4,000	\$1,075.00
Donations to Outreach	130.00	250.00	220.00	120.00		\$5,692.00	\$ 8,000	-\$2,308.00
Golf Tournament			2,875.00	10,000.00		\$12,875.00	\$ 1,500	\$11,375.00
Social Events	1,316.00	2,476.00	716.00	1,460.00		\$10,688.00	\$ 12,500	-\$1,812.00
Total	\$ 1,682.00	\$ 4,686.00	\$ 4,546.00	\$ 12,500.00		\$48,678.80	\$ 45,000	\$3,678.80
TOTAL INCOME	\$2,107.00	\$5,286.00	\$5,531.00	\$13,395.00		\$62,433.80	\$ 58,300	\$4,133.80

Operating Account – Outflow:

<u>Category</u>	<u>May</u>	<u>June</u>	<u>July</u>	<u>August</u>	<u>YTD</u>	<u>2014 Budget</u>	<u>Variance</u>
Bank Charge/Int		63.78			63.78	\$ 100	36.22
Board & Staff Mtg	200.00				200.00	\$ 50	(150.00)
Copier Mntn Agreement					390.00	\$ 400	10.00
Square Service Fee	2.04	18.45	53.12	33.90	167.62	\$ 400	232.38
PayPal Service Fee		40.85	25.44	92.20	238.17	\$ 200	(38.17)
D&O Insurance					-	\$ 500	500.00
Dues & Subscription				611.20	1,163.20	\$ 1,400	236.80
Focus/Advisory Groups					-	\$ -	-
Independent Contr	1,158.32	1,158.32	1,158.32	1,158.32	8,687.40	\$ 13,900	5,212.60
Lariat Postage			1,000.00		2,200.00	\$ 3,000	800.00
Lariat Printing	508.36	505.37		2,407.95	5,691.79	\$ 8,500	2,808.21
Liability Insurance					425.00	\$ 500	75.00
Marketing			307.44		828.58	\$ 100	(728.58)
Membership Recruiting				25.00	50.00	\$ 300	250.00
Miscellaneous					-	\$ 100	100.00
Office	66.41	278.87	223.13	356.17	1,286.08	\$ 2,300	1,013.92
Personal Affairs					-	\$ -	-
Postage & Delivery		98.00	271.35	48.00	1,090.78	\$ 1,250	159.22
ROTC	316.25				316.25	\$ 200	(116.25)
Satellite Chapters					216.10	\$ 300	83.90
Social Events	1,374.42	684.00	3,844.75		9,740.91	\$ 12,500	2,759.09
Solitaires			35.10		35.10	\$ 125	89.90
Special Activities					-	\$ 600	600.00
Telephone		243.90	119.94	135.18	1,077.27	\$ 1,800	722.73
Trans To Outreach	1,087.00	130.00	130.00	220.00	7,223.00	\$ 8,000	777.00
Volunteer Recogn					-	\$ 100	100.00
TOTAL OUTFLOWS	4,712.80	3,221.54	7,168.59	5,087.92	41,091.03	\$ 56,625	15,533.97
Surplus/(Deficit)	(2,605.80)	2,064.46	(1,637.59)	8,307.08	21,342.77	1,675.00	19,667.77

Reserve Balances:

RESERVE BALANCES	May	June	July	Aug
Outreach				
RBFCU				
Savings	\$ 306.92	\$ 306.92	\$ 307.07	
Money Market	\$27,080.86	\$22,217.66	\$22,353.45	
Checking	\$ 131.25	\$ 131.25	\$ 131.34	
Certificates	\$ 9,355.17	\$ 9,362.47	\$ 9,369.54	
Total	\$36,874.20	\$32,018.30	\$32,161.40	
Chapter Operations				
Broadway	\$31,470.61	\$33,535.70	\$31,897.48	\$40,204.56
USAA	\$15,839.00	\$15,839.00	\$15,877.51	\$15,887.08
Total	\$47,309.61	\$49,374.70	\$47,774.99	\$56,091.64

Outreach balance unobtainable – recent RBFCU data upgrade resulted in account not being accessible on line.

Three Year Comparison – Outreach:

INCOME	2014 YTD	2013 YTD	2012 YTD
Donations	\$ 7,223.00	\$ 6,743.22	\$5,071.12
Other	\$ 5,000.00	\$ 1,000.00	\$ -
Golf Tournament			
In	\$12,875.00	\$20,000.00	\$ 600.00
Out	\$ 1,000.00	\$ 600.00	\$ -
Sub Total Golf	\$11,875.00	\$19,400.00	\$ 600.00
TOTAL INCOME	\$24,098.00	\$27,143.22	\$5,671.12
OUTFLOWS			
Charity			
Wounded Warrior	\$ -	\$ -	\$ -
Red Cross	\$ -	\$ 100.00	\$ 119.00
Undesignated Charities	\$ -	\$ 200.00	\$ 75.00
Total	\$ -	\$ 300.00	\$ 194.00
Scholarships			
Torrey 2K	\$ -	\$ 2,000.00	\$ -
Torrey 2K	n/a	\$ 2,000.00	\$ -
Gen Herring (JROTC #1)	\$ -	\$ 2,000.00	\$2,000.00
McCarthy (JROTC #2)	\$ 2,500.00	\$ 2,000.00	\$ -
Marvin (Chapter)	\$ 2,500.00	\$ 2,000.00	\$ -
JROTC #3	\$ 2,500.00	\$ 1,000.00	\$ -
Last Yrs Torrey	n/a	\$ 2,000.00	\$ -
Total	\$ 7,500.00	\$13,000.00	\$2,000.00
TOTAL OUTFLOW	\$ 7,500.00	\$13,300.00	\$2,194.00
Decrease/Increase	\$16,598.00	\$13,843.22	\$3,477.12

Three Year Comparison – Inflow:

	2014 YTD	2013 YTD	2012 YTD
Membership Dues			
MOAA National	\$ 4,370.00	\$ 3,180.00	\$ 3,474.00
New Aux		\$ -	\$ 15.00
New Retired	\$ 130.00	\$ 116.28	\$ 15.00
New Active Duty	\$ 25.00	\$ 25.00	\$ -
New Former		\$ -	\$ 14.32
Renewal Aux	\$ 1,035.00	\$ 1,373.53	\$ 1,297.60
Renewal Retired	\$ 7,785.00	\$ 7,627.09	\$ 6,604.43
Renewal Active Duty	\$ 410.00	\$ 636.91	\$ 183.97
Renewal Former		\$ 25.00	\$ -
Total	\$13,755.00	\$ 12,983.81	\$11,604.32
Non-Dues Revenue			
Interest		\$ -	\$ -
Trip Rewards	\$ 1,457.00	\$ -	\$ -
Shirt Sales		\$ 100.00	\$ -
Merchandise	\$ 201.00	\$ 214.00	\$ -
Advertising Lariat	\$12,090.00	\$ 15,870.00	\$15,870.00
Corporate Partnership	\$ 600.00	\$ 496.35	\$ 400.00
Donations to Chapter	\$ 5,075.00	\$ 4,842.55	\$ 2,753.20
Donations to Outreach	\$ 5,692.00	\$ 7,907.22	\$ 4,881.12
Golf Tournament	\$12,875.00	\$ -	\$ -
Social Events	\$10,688.00	\$ 7,980.67	\$ 8,089.06
Total	\$48,678.00	\$ 37,410.79	\$31,993.38
TOTAL INCOME	\$62,433.00	\$ 50,394.60	\$43,597.70

Three Comparison – Outflow:

Category	2014 YTD	2013 YTD	2012 YTD
Bank Charge/Int	\$ 63.78	\$ 71.47	\$ 71.47
Board & Staff Mtg	\$ 200.00	\$ 39.74	\$ 39.74
Copier Mntrn Agreement	\$ 390.00	\$ 390.00	\$ 390.00
Credit Card Fee Square	\$ 167.62	\$ 204.43	\$ 20.00
Credit Card Fee PayPal	\$ 238.17	\$ 64.24	\$ -
D&O Insurance		\$ -	\$ -
Dues & Subscription	\$ 1,163.20	\$ 1,058.20	\$ 50.00
Focus/Advisory Groups		\$ -	\$ -
Independent Contr	\$ 8,687.40	\$ 8,987.50	\$ 2,750.00
Lariat Postage	\$ 2,200.00	\$ 2,190.00	\$ 1,000.00
Lariat Printing	\$ 5,691.79	\$ 6,385.75	\$ 1,722.94
Liability Insurance	\$ 425.00	\$ 425.00	\$ 425.00
Marketing	\$ 828.58	\$ -	\$ -
Membership Recruiting	\$ 50.00	\$ 125.00	\$ 320.00
Miscellaneous		\$ 100.00	\$ -
Office	\$ 1,286.08	\$ 1,032.64	\$ 544.58
Personal Affairs		\$ -	\$ -
Postage & Delivery	\$ 1,090.78	\$ 707.45	\$ 362.50
ROTC	\$ 316.25	\$ 187.35	\$ -
Satellite Chapters	\$ 216.10		
Social Events	\$ 9,740.91	\$ 6,794.00	\$ 1,830.00
Solitaires	\$ 35.10	\$ -	\$ -
Special Activities		\$ -	\$ -
Telephone	\$ 1,077.27	\$ 1,217.63	\$ 328.04
Trans To Outreach	\$ 7,223.00	\$ 7,743.22	\$ -
Volunteer Recogn		\$ -	\$ -
TOTAL OUTFLOWS	\$41,091.03	\$37,723.62	\$ 9,854.27
Surplus/(Deficit)	\$21,341.97	\$12,670.98	\$33,743.43

Executive VP Operations: LTC Bill Goforth – Absent. No report.

Vice President Administration: Col Peter Hunt – Peter & Jim Webb will be meeting the week of 22nd to ensure each has sufficient planning data for next year's JROTC award season. Jim Cunningham to set up introduction/social call on new ROTC recruiting commander. Need to involve more chapter members in the presentations. Peter advised he would like to be involved in the Scholarship Committee. Jim to set up meeting with Dan Cummings, David Patrick, Peter Hunt and Kerry Green. If Minnie Piper/Bexar Co Clearing House is to be cancelled next year they need to be advised asap.

VP Membership: LTC Randy Hoff – Membership chart: Active Duty 428, Auxiliary 200, Former 25, Retired 944 for a total of 1597 members. Upcoming recruiting events include JBBSA Retiree Appreciation Day on Sept 27, Extravaganza on Oct 28, and Job Fair in Freeman Coliseum (Red White & You) on Nov 13. The Towers residence community may also provide a good locale for additional members.

VP Programs: (Open) – Luncheon at the ARC with MG Valenzuela was very successful – great speaker. Golf Tournament Sept 12 – volunteers to be there 9-9:30am, Chapter luncheon Sept 25 luncheon with Eric Cooper of the San Antonio Food Bank, and Oktoberfest at Ft Sam Golf Club Oct 30. Need speaker for November's Annual General Meeting luncheon (LaBruda?) and music for Christmas Party.

Buddy Program Status – No updates.

Task Review – 1) Awaiting Chapter legal counsel Jacobson Law Firm to obtain advise from a tax attorney on the tax deductible status of the chapter's 501 (c) 4.

Scorecard Review – Reviewed. David Patrick to make the appropriate updates in time for the Board meeting on Sept 18.

Staff Reports

ARC Satellite Chapter: MG Chuck Honore – Absent. No report. MG Honore and BG Anderson interested in habving more MOAA events there. Mary Garr as incoming CEO of The ARC may provide a needed push. Perhaps hold a staff or a Board meeting there?

Transition Liaison Officer: Col David Patrick – Advised Kitty Myers may become the chapter Transition Liaison Officer and David will remain as the State contact.

Special Activities Representative: Susie Tolman – Attending Veterans Administration Volunteers meeting today at 1pm along with Ed Waggoner. Current Event Policy was confirmed. If a reservation for a social event was made and not cancelled and the reservation was a no show the cost of the luncheon would be billed. The chapter is obliged to pay for it after giving the caterer a firm headcount. Jim to re-emphasize the policy in his monthly column.

AFV Satellite: CAPT Bill Knehans – Absent. No report.

Advertising Coordinator: (Open). No report.

Volunteer Coordinator: LTC Jerry Gonzales - Absent. No report.

Solitaires: Pat Shecter – Absent. No report.

VP Personal Affairs: Col Stu Myers – Absent. No recorded deaths in August. Irene checking the obits while Stu is on vacation.

Consultant: Maj Len Mull – experiencing some issues whilst working on Quarterfold with new version of Word. Will prepare an update in about a month so as to include January.

Chaplain: Chaplain Taylor – Absent. No report.

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

VP Legislative Affairs: Col Al Cote – Absent. No report. Robert Blake and Dean Messelheisel have volunteered to take over the position. Jim to meet with them and have them prepare to revitalize the membership to talk to their representatives.

MOAA National Update: Ed Marvin/Barbara Ramsey – Absent. No report.

VP Logistics: LtCol Fred Koechley – Absent. Chapter needs help at event registration.

Duty Officer: Col Irene Collier – Bill Polasek fell and broke his femur, Jim Webb, Jerry Gonzales & Randy Hoff filling in.

Editor/VGSAA Rep: Col Kerry Green – No report.

Webmaster: Col Bill Hudson – Absent. Experiencing website glitches, Bill is working to resolve.

Administration: Trish Meserve – Will update calendar. Advised two scholarships have not been claimed. Jim to contact Dan and review prioritized list.

Historian: Jim advised that Col Janice Edgerson has resigned citing too much ministry work. She will complete the summary page of chapter activities as promised.

Old Business: None

New Business: None

MEETING ADJOURNED at 11:35am.

Next regular staff meeting scheduled for Thursday, October 2nd at MOAA-AC Offices at 10am.

Next Board meeting Sept 18th @10am



Col David Patrick, USAF (Ret), Secretary