

# MILITARY OFFICERS ASSOCIATION OF AMERICA

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

Wednesday November 6, 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 Peter Hunt, Col Joe Morgan, Col Stu Myers, Col David Patrick, Col Rob Snodgrass, LTC Robert Blake, LtCol Jim Conner, LtCol Kitty Meyers, Trish Meserve.

Invocation and pledge by Kitty Meyers

Introductions were made for the benefit of newcomers Joe Morgan and Rob Snodgrass.

**Secretary:** Col David Patrick, USAF (Ret) – Minutes from the October meeting were reviewed and approved (with a spelling correction) for filing.

**Treasurer:** Col Vaughn Caudill, USA (Ret) – The recent solicitation letters sent out are producing good results for donations to both the ACEF and Chapter Operations. Non dues revenue has exceeded the budget expectations, but dues renewal is falling far short. The chapter is very frugal and does a good job at managing its resources and year end may show a smaller deficit than forecast.

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

INFLOWS	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	60.00	526.00	-	33.00	60.00	180.00			4,911.00	\$ 4,000.00	911.00
The Big Give				625.00	698.15								1,323.15	\$ -	1,323.15
Other								1,575.11					1,575.11		1,575.11
Golf Tournament													-		-
In		1,000.00		10,960.00	2,465.00	4,600.00	7,625.00	10,481.00	1,520.00	100.00			38,751.00		38,751.00
Out	1,000.00								17,442.54				18,442.54		18,442.54
Sub Total Golf	(1,000.00)	1,000.00	-	10,960.00	2,465.00	4,600.00	7,625.00	10,481.00	(15,922.54)	100.00	-	-	20,308.46	\$ 15,000.00	5,308.46
TOTAL INFLOW	2,035.00	1,527.00	1,140.00	11,935.00	3,223.15	5,126.00	7,625.00	12,089.11	(15,862.54)	280.00	-	-	28,117.72	\$ 19,000.00	9,117.72
Austin Scholarship	1,575.11														
OUTFLOWS															
Other															
Big Give Admin Fee	200.00												200.00	\$ -	200.00
Charity															
Warrior & Family Support Ctr					125.00								-	\$ 7,500.00	(7,500.00)
MOAA Heritage													125.00	\$ 125.00	-
Undesignated Charities													-	\$ 100.00	(100.00)
Total	200.00	-	-	-	125.00	-	-	-	-	-	-	-	325.00	\$ 7,725.00	(7,400.00)
Scholarships															
Col Torrey				500.00									500.00	\$ 500.00	-
Gen Herring (JROTC)						500.00							500.00	\$ 500.00	-
Col McCarthy (JROTC)					500.00								500.00	\$ 500.00	-
Chapter (Jim & Cheryl Cunningham)				500.00									500.00	\$ 500.00	-
ROTC Navy UT Austin					500.00								500.00	\$ 500.00	-
ROTC Army UT Austin					500.00								500.00	\$ 500.00	-
ROTC Army Texas State				500.00									500.00	\$ 500.00	-
ROTC Army UT RGV					1,000.00								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	\$ 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	3,000.00	500.00	-	-	-	-	-	-	11,500.00	\$ 11,500.00	-
TOTAL OUTFLOW	200.00	0.00	1,000.00	7,000.00	3,125.00	500.00	0.00	0.00	0.00	0.00	0.00	0.00	11,825.00	\$ 19,225.00	(7,400.00)
Decrease/Increase	1,835.00	1,527.00	140.00	4,935.00	98.15	4,626.00	7,625.00	12,089.11	(15,862.54)	280.00	-	-	16,292.72	\$ (225.00)	16,517.72

## Operations (501(C)4) Inflows:

	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	70.00			40.00		20.00			\$160.00	\$ -	\$160.00
New Active Duty										20.00			\$20.00	\$ -	\$20.00
New Former		60.00			30.00			20.00					\$110.00	\$ -	\$110.00
Renewal Surv Sp	270.00	140.00	60.00	40.00	20.00	40.00	40.00	20.00	20.00				\$650.00	\$ 1,000	-\$350.00
Renewal Retired	1,060.00	420.00	150.00	240.00	170.00	310.00	180.00	320.00	320.00	420.00			\$3,590.00	\$ 11,000	-\$7,410.00
Renewal Active Duty		20.00	40.00	20.00	20.00		20.00						\$120.00	\$ 250	-\$130.00
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>\$310.00</b>	<b>\$350.00</b>	<b>\$240.00</b>	<b>\$400.00</b>	<b>\$340.00</b>	<b>\$460.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$6,690.00</b>	<b>\$ 14,500</b>	<b>-\$7,810.00</b>
<b>Non-Dues Revenue</b>															
Golf Tournament										4,061.69			\$4,061.69	\$ 4,000	\$61.69
Merchandise (Coins/Shirts)	60.00		55.00	80.00	195.00	120.00	50.00			305.00			\$895.00	\$ 3,000	-\$2,105.00
Advertising Lariat	1,620.00		4,050.00	2,970.00	1,770.00	3,390.00				150.00			\$13,950.00	\$ 10,000	\$3,950.00
ROTC Medals			475.00										\$475.00	\$ 1,000	-\$525.00
Corporate Partnership		100.00	300.00			100.00	100.00						\$600.00	\$ 1,500	-\$900.00
Donations to Chapter	550.00	670.00	65.00		286.00	35.00	150.50	258.00	20.00	2,430.00			\$4,464.50	\$ 2,500	\$1,964.50
Donations to Outreach	527.00	1,140.00	975.00	758.15	526.00	20.00	13.00	60.00	180.00	1,940.00			\$6,139.15	\$ 4,000	\$2,139.15
Social Events	1,960.00	662.00	1,450.00	1,700.96	2,216.00	1,280.20	157.00	918.05	673.00	2,113.00			\$13,130.21	\$ 14,000	-\$869.79
<b>Total</b>	<b>\$ 4,717.00</b>	<b>\$ 2,572.00</b>	<b>\$ 7,370.00</b>	<b>\$ 5,509.11</b>	<b>\$ 4,993.00</b>	<b>\$ 4,945.20</b>	<b>\$ 470.50</b>	<b>\$ 1,236.05</b>	<b>\$ 1,053.00</b>	<b>\$ 10,849.69</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$43,715.55</b>	<b>\$ 40,000</b>	<b>\$3,715.55</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>\$5,303.00</b>	<b>\$5,295.20</b>	<b>\$710.50</b>	<b>\$1,636.05</b>	<b>\$1,393.00</b>	<b>\$11,309.69</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$50,405.55</b>	<b>\$ 54,500</b>	<b>-\$4,094.45</b>

## Outflows:

Category	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD	2019 Budget	Variance
Copier Mntn Agreement				571.00									\$71.00	\$ 525	(46.00)
Square Service Fee	26.62	24.82	15.49	12.10	54.00	63.63	59.88	71.55	53.27	69.59			450.95	\$ 500	49.05
PayPal Service Fee	36.10	7.29	149.68	69.60	100.05	44.10	122.30	65.97	21.60	55.35			672.04	\$ 450	(222.04)
D&O Insurance								653.00					653.00	\$ 750	97.00
Dues & Subscription	827.00	451.20	338.72		75.00								1,691.92	\$ 1,400	(291.92)
GT Contractor Incentive										1,000.00			1,000.00	\$ 1,000	-
Independent Contr	1,580.00	1,580.00	1,580.00	1,580.00	1,580.00	1,580.00	1,580.00	1,580.00	1,580.00	1,580.00			15,800.00	\$ 19,460	3,660.00
Lariat Postage	1,000.00						600.00						1,600.00	\$ 2,000	400.00
Lariat Printing	454.02	456.68	650.23	453.18	453.18	453.03	911.40	-	454.65	455.70			4,742.07	\$ 5,000	257.93
Liability Insurance		425.00				62.00							487.00	\$ 500	13.00
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	610.63	1,114.33		58.59		464.91			3,152.75	\$ 2,500	(652.75)
Postage & Delivery	251.75						8.00			773.60			1,033.35	\$ 2,000	966.65
ROTC							391.22						391.22	\$ 1,000	608.78
ROTC Medals			475.00										475.00	\$ 1,000	525.00
Social Events	1,918.70		2,237.86	1,419.48		2,689.13	400.00		543.40				9,208.57	\$ 14,000	4,791.43
Solitaires													-	\$ 75	75.00
Special Activities													-	\$ 600	600.00
Telephone	157.15	144.76	146.33	145.30	144.44	149.53	150.90	149.32	154.70	148.42			1,490.85	\$ 1,800	309.15
Trans To Outreach	2,035.00	527.00	1,140.00	975.00	758.15	526.00	-	33.00	60.00	180.00			6,234.15	\$ 4,000	(2,234.15)
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>3,775.45</b>	<b>6,681.75</b>	<b>4,223.70</b>	<b>2,611.43</b>	<b>2,867.62</b>	<b>4,727.57</b>	<b>-</b>	<b>-</b>	<b>52,081.21</b>	<b>\$ 61,310</b>	<b>9,228.79</b>
<b>Surplus/(Deficit)</b>	<b>(5,089.46)</b>	<b>1,415.46</b>	<b>792.54</b>	<b>445.88</b>	<b>1,527.55</b>	<b>(1,386.55)</b>	<b>(3,513.20)</b>	<b>(975.38)</b>	<b>(1,474.62)</b>	<b>6,582.12</b>	<b>-</b>	<b>-</b>	<b>(1,675.66)</b>	<b>(6,810.00)</b>	<b>5,134.34</b>

## Cash Balances:

Outreach	Jan	Feb	March	April	May	9-Jun-01	July	Aug	Sep	Oct	Nov	Dec	
RBFCU													
Savings	\$ 7.90	\$ 7.90	\$ 7.90	\$ 7.90	\$ 7.90	\$ 7.90	\$ 7.90	\$ 7.90	\$ 7.90	\$ 5.00			
Money Market	\$16,313.27	\$16,848.60	\$ 6,496.96	\$ 4,975.64	\$ 7,737.94	\$ 8,268.24	\$ 8,272.80	\$ 8,310.03	\$ 5,874.13	\$ 18,958.91			
Checking	\$ 300.46	\$ 300.47	\$10,800.57	\$ 3,800.82	\$ 1,175.93	\$ 675.97	\$ 676.00	\$ 676.03	\$ 676.06	\$ 6,530.08			
Certificates	\$ 9,897.01	\$ 9,911.34	\$ 9,927.23	\$ 9,942.63	\$ 9,958.57	\$ 9,974.02	\$ 9,990.01	\$ 10,006.02	\$ 10,021.55	\$ 10,037.62			
<b>Total</b>	<b>\$26,518.64</b>	<b>\$27,068.31</b>	<b>\$ 27,232.66</b>	<b>\$ 18,726.99</b>	<b>\$ 18,880.34</b>	<b>\$ 18,926.13</b>	<b>\$ 18,946.71</b>	<b>\$ 18,999.98</b>	<b>\$ 16,579.64</b>	<b>\$ 35,531.61</b>	<b>\$ -</b>	<b>\$ -</b>	
Chapter Operations													
Broadway	\$10,793.98	\$13,208.92	\$14,001.98	\$ 25,407.34	\$ 29,400.41	\$ 32,613.86	\$ 36,725.66	\$ 45,441.28	\$ 28,303.40	\$ 14,204.55			
USAA	\$16,480.69	\$16,501.68	\$16,520.67	\$ 16,541.72	\$ 16,562.11	\$ 16,562.11	\$ 16,603.66	\$ 16,603.66	\$ 16,645.19	\$ -			
RBFCU CD's										\$ 16,663.75			
<b>Total</b>	<b>\$27,274.67</b>	<b>\$29,710.60</b>	<b>\$ 30,522.65</b>	<b>\$ 41,949.06</b>	<b>\$ 45,962.52</b>	<b>\$ 49,175.97</b>	<b>\$ 53,329.32</b>	<b>\$ 62,044.94</b>	<b>\$ 44,948.59</b>	<b>\$ 30,868.30</b>	<b>\$ -</b>	<b>\$ -</b>	
<b>Social Events</b>													
Income	\$1,894.00	\$720.00	\$1,814.96	\$1,533.00	\$1,703.00	\$1,540.00	\$0.00	\$826.05	\$682.00	\$2,245.00	\$132.00		
Outgo	\$1,918.70	\$640.00	\$1,557.66	\$1,419.48	\$1,166.10	\$1,923.03	\$0.00	\$0.00	\$543.40	\$2,020.00			
<b>Variance</b>	<b>-\$24.70</b>	<b>\$80.00</b>	<b>\$257.30</b>	<b>\$113.52</b>	<b>\$536.90</b>	<b>-\$383.03</b>	<b>\$0.00</b>	<b>\$826.05</b>	<b>\$138.60</b>	<b>\$225.00</b>	<b>\$132.00</b>	<b>\$0.00</b>	<b>\$1,901.64</b>

Note the USAA Certificate of Deposit under Chapter Operations has been transferred to a Randolph Brooks Certificate of Deposit as USAA is no longer in the CD business.

Currently there is an average on the social events.

## Golf Tournament:

	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	2019 YTD
<b>Income:</b>													
Sponsorship		1,000.00		10,000	825.00	1,750.00	3,000.00	1,083.00					17,658.00
Donation						110.00	925.00	670.00		100.00			1,805.00
Entry Donation Warrior				280.00	140.00	980.00	980.00	420.00					2,800.00
Entry Fee Player				560.00	1,260.00	1,400.00	2,240.00	6,028.00	840.00				12,328.00
Super Tickets				120.00	240.00	360.00	480.00	2,280.00	680.00				4,160.00
Total	\$0.00	\$1,000.00	\$0.00	\$ 10,960	\$2,465.00	\$4,600.00	\$7,625.00	\$10,481.00	\$1,520.00	\$100.00	\$0.00	\$0.00	\$38,751.00
<b>Expenses:</b>													
Ron Inselmann	1,000.00												1,000.00
Green Fees 118 @ \$40									4,720.00				4,720.00
Awards Dinner 125 @ \$25									3,125.00				3,125.00
Lessons									210.00				210.00
Catering Staff Tip									200.00				200.00
Banner									139.00				139.00
Cling for Beverage Carts									8.00				8.00
Hole Signage etc (16 @ \$20)									320.00				320.00
Acrylic Awards 7 " @ \$33									231.00				231.00
Acrylic Awards 5" @ \$16.80									100.80				100.80
Gift Certificates									1,560.00				1,560.00
Beverage Tokens 300 @ \$3.00									900.00				900.00
Gatorades									200.00				200.00
Hole in One Ins									390.00				390.00
Photographer									150.00				150.00
Goodie Bag Items (shirts, balls & Poker Chip)145@\$25.50									3,697.50				3,697.50
2nd Logo on Ball									108.00				108.00
Super Tickets									885.00				885.00
Shipping									498.24				498.24
Total	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$17,442.54	\$0.00	\$0.00	\$0.00	\$18,442.54
<b>Net Profit:</b>													<b>\$20,308.46</b>
-20% MOAA													\$ 4,061.69
Balance:													\$ 16,246.77
(Last year \$8,150 each at 50%)								60% Scholarship:		9,750.00			\$ 9,748.06
								40% WFSC:		6,500.00			\$ 6,498.71

ACEF Board Chair changed the beneficiary split for the Golf Tournament to 60/40 in favor of scholarships.

**VP Membership:** Maj Jim Cunningham, USA (Ret) – Absent. Kitty advised membership numbers are increasing due to the ARC Satellite set up meeting and the Newcomer Welcome Orientations manned by Jim and Felix. Current membership stands at 1163 consisting of 275 Active Duty, 158 Surviving Spouses, 24 Former Military and 706 Retired.

**VP Programs:** Col David Patrick, USAF (Ret) – The survey results from the October meeting at Blue Skies were sparse but very positive. With such a small kitchen service was an issue but as location is good perhaps a buffet next year would be better.

Next month's luncheon is the Annual Business Meeting at Ft Sam Golf Club and December's Christmas luncheon will feature speaker Mike Gilliam from the Lighthouse for the Blind and the Alamo Heights High School Choir, plus a peanut butter drive for the San Antonio Food Bank.

**VP Legislative Affairs:** LTC Robert Blake, USA (Ret) – National Defense Authorization Act still being discussed, and proposals include Active Duty getting a 3.1% raise but still included is the 18,000 medical billets being eliminated and no change for the widow's tax. Military housing reform is needed, highlighted by the lawsuit against the property management company contracted by JBSA Randolph where incidences of mold have not been dealt with. Bob will be stepping down as Legislative Chair and will email the contact info of his Legislative Committee to Jim Cunningham.

**President:** LtCol Kitty Meyers, USAF (Ret) – Ballots for chapter election are circulating. Grace Newton is resigning from the ARC and Joe Morgan will assist in finding an alternate staff member to assist with the ARC Satellite chapter. Tomorrow's Red White & You Job Fair has 1600 attendees registered and the vendor spots for the Veterans Village have sold out. Lisa Skopal has taken a job in Dallas so an additional Advertising Coordinator will be needed a plus a representative for the Big Give campaign.

Advised all to focus on fleshing out their committees.

Big thanks to Joe and Janet Morgan for their help on setting up the ARC Satellite and likewise to Jim Connors for his help with the Blue Skies Satellite chapter. Jim Cunningham is currently working on an Austin satellite with an introductory meeting immediately prior to the MOAA Regional meeting next Thursday.

The Texas Council Of Chapters is holding their 4<sup>th</sup> Quarter meeting at Blue Skies of Texas on Dec 6-7 with Texas Senator Menendez as the speaker. Sign up capabilities are already up on our website.

CAM Week(s) is now ongoing, check their website at cam.org for the many events happening.

**Buddy Program Status:** Thanks to Peter Hunt for bringing Rob Snodgrass to the meeting. His interest lies in the Transition aspect.

**Scorecard:** David Patrick noted that some items will carry over to next year – decisions will be made at next month's planning meeting on Dec 5 which will start at 9:30am.

### **Staff Reports**

**Advertising Coordinator:** Col Lisa Skopal, USAF (Ret) – Absent. Will continue to follow up on the prospects she has contacted.

**Volunteer Coordinator:** Col Pete Schaub – Absent. No report.

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

**VP Personal Affairs:** Col Stu Myers, USAF (Ret) / CAPT Cora Bayle Cox USN (Ret) – Stu advised one member death was reported (an officer) but no date of passing was provided.

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

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

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

**VAC/VGSAA Rep:** MAJ Jim Cunningham, USA (Ret) – Absent. No report.

**Administration:** Trish Meserve – Reviewed events calendar. Renewals and past reminders total 135. Bulk mail permit is due for renewal in January, Trish to research costs associated with a mailing versus PC Creative Services doing it to see if we should renew the permit.

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

**Chapter Affairs Officer:** Col Irene Collier, USAF (Ret) – Absent. No report. Well wished for a speedy recovery.

**Transition Liaison Officer:** LtCol Kitty Meyers, USAF (Ret) – Transitioning resources will be available at tomorrow's job fair.

**Scholarship/JROTC:** Col Peter Hunt, USAF (Ret) – Scholarship Committee Strategy meeting met on Oct 17 and 12 members signed up to be a part of the committee. Application was finalized, will be sent to Trish to put on website. Minnie Piper Foundation is currently advertising the Col Clarence Torrey Scholarship. Next meeting is Dec 11. Available budget should be confirmed by then. Will perform database check for JROTC and ROTC contacts. Will build

packages in January. Medal inventory to be performed and additional medals will be ordered. Vaughn Caudill offered to underwrite them again this year (thank you!). Committee will be split into 3 groups, one to administer JROTC presentations/award ceremony roster, one to administer the ROTC ceremonies and scholarship coordination and one to organize and coordinate the luncheon (program and greeters).

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

**Blue Skies of Texas Satellite Chapter Representative:** LtCol Jim Conner, USAF (Ret) – Joint luncheon meeting went well. Working on logistics for Gail Joyce for the January meeting and her trip will also involve a visit to the ARC. Reminded all that Dec 5<sup>th</sup> is the “giving day” for MOAA Scholarships. Also, the national Christmas Tree will be making its way from Mexico and stopping briefly at Blue Skies on Sunday Nov 17<sup>th</sup> between 10-11am. Still working on Surviving Spouse candidate.

**ARC Satellite Chapter Representative:** Col Joe Morgan, USAF (Ret) – Membership drive/new satellite mixer went well. Grace Newton will be sorely missed. Joe has submitted an article regarding the MOAA-AC Satellite chapter in the ARC’s newspaper to increase interest in the satellite. Trish will send ARC members in database once the new applications have been processed.

#### **Old Business:**

1. Printed Lariat Accommodations: currently there is a list of approximately 10 folks who have indicated they do not have a computer. The notice included on the front page of the November Lariat is producing a response.

#### **New Business:**

1. Conflict of Interest Disclosure – at the direction of the Board all volunteers should complete the disclosure form on an annual basis. Please submit to Trish soonest.
2. 2020 Budget - Please submit any budgetary requirements for 2020 to the office prior to the 5 December Planning meeting.

**MEETING ADJOURNED at 11:08am.**

Planning Meeting – Thursday 5 Dec 9:30am \* (Budget portion at 1pm)  
Next Board Meeting – Monday 16 Dec 11:45am  
Next Golf Meeting – Monday 6 January 2pm  
Next Staff Meeting – Thursday 9 \* Jan 10am

**\*Note anomaly in time or date!**



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Col David Patrick, USAF (Ret), Secretary