

MILITARY OFFICERS ASSOCIATION OF AMERICA

ALAMO CHAPTER
P. O. Box 340497 Ft Sam Houston, Texas 78234
(210) 228-9955
MINUTES OF STAFF MEETING
Thursday December 2, 2021

Meeting was called to order by Chapter President, Kitty Meyers. A quorum was present and acting throughout the meeting.

Attendees: Col Brad Barnhart, Col David Patrick, Col Felix Santiago, Lt Col Kitty Meyers, MAJ Jim Cunningham, MAJ Mike Frankel, Trish Meserve.

Pledge by Kitty Meyers, invocation by Jim Cunningham.

Secretary: (Open) – The minutes from the October 7, 2021 virtual meeting were reviewed and approved for filing.

Treasurer: Col Brad Barnhart – Brad Barnhart reviewed the financial reports from November. The proceeds from the Golf Tournament will be transferred to the 501(c)3 this month.

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

	January	February	March	April	May	June	July	August	September	October	November	December	YTD	2021 Budget	Variance	YTD 2020
Donations (prior month)	1,280.00	820.00	611.00	375.00	197.50	435.00	705.00	380.00	462.03	860.00	1,790.00		7,915.53		7,915.53	8203
Donations - Checks	345.00	100.00									910.00		1,355.00		1,355.00	10,000.00
Donations - Online (Sq & PP)	175.00		75.00	500.00						350.00			1,100.00		1,100.00	1,220.00
The Big Give											5,143.50		5,143.50		5,143.50	2,647.50
Go Fund Me										1,296.50			1,296.50		1,296.50	1,267.19
Amazon Smile		13.64			5.57			5.88			11.25		36.34		36.34	
Other/Dividend	10.06	9.47	9.45	4.93	3.21	3.13	5.20	0.94	3.53	3.86			53.78		53.78	
MOAA Transition Grant													-		-	
Golf Tournament													-		-	
In													-		-	
Out													-		-	
Sub Total Golf	-	-	-	-	-	-	-	-	-	-	-	-	\$ -	\$ -	-	
TOTAL INFLOW	1,810.06	943.11	695.45	879.93	206.28	438.13	710.20	386.82	465.56	2,506.50	7,854.75	-	16,864.31	\$ -	16,864.31	23,337.69
OUTFLOWS																
Other																
Big Give Admin Fee						200.00							200.00		200.00	200
JROTC Medals													-		-	
ROTC Admin													-		-	
Golf Administration													-		-	
Postage													-		-	
PayPal Fee			1.75							11.10			12.85		12.85	20.95
Square Fee	6.58		1.03	17.65									25.26		25.26	20.55
Charity																
Warrior & Family Support Ctr													-		-	
MOAA Heritage													-		-	125
Total Outflow (Other & Charity)	6.58	-	2.78	-	-	-	-	-	-	11.10	-	-	20.46	\$ -	20.46	366.5
Scholarships																3000
Col Torrey							1,000						1,000.00	\$ 1,000.00	-	1,000.00
Gen Herring (JROTC)				1,000									1,000.00	\$ 1,000.00	-	1,000.00
Col McCarthy (JROTC)								1,000					1,000.00	\$ 1,000.00	-	1,000.00
Chapter (Jim & Cheryl Cunningham)				1,000									1,000.00	\$ 1,000.00	-	1,000.00
ROTC Navy UT Austin				1,000									1,000.00	\$ 1,000.00	-	1,000.00
ROTC Army UT Austin				1,000									1,000.00	\$ 1,000.00	-	1,000.00
ROTC Air Force UT Austin					1,000								1,000.00	\$ 1,000.00	-	1,000.00
ROTC Air Force Texas State				1,000									1,000.00	\$ 1,000.00	-	1,000.00
ROTC Army Texas State				1,000									1,000.00	\$ 1,000.00	-	1,000.00
ROTC Air Force UTSA (Ed & Ruby Marvin)					1,000								1,000.00	\$ 1,000.00	-	1,000.00
ROTC Army UTSA				1,000									1,000.00	\$ 1,000.00	-	1,000.00
ROTC Army UTSA				1,000									1,000.00	\$ 1,000.00	-	1,000.00
ROTC Air Force UTSA				1,000									1,000.00	\$ 1,000.00	-	1,000.00
ROTC Army St Mary's				1,000									1,000.00	\$ 1,000.00	-	1,000.00
ROTC Army St Mary's				1,000									1,000.00	\$ 1,000.00	-	1,000.00
ROTC Army Texas A&M Kingsville				1,000									1,000.00	\$ 1,000.00	-	1,000.00
ROTC Army Texas A&M Corpus Christi				1,000									1,000.00	\$ 1,000.00	-	1,000.00
ROTC Army Texas A&M Corpus Christi				1,000									1,000.00	\$ 1,000.00	-	1,000.00
ROTC Army Rio Grande Valley				1,000									1,000.00	\$ 1,000.00	-	1,000.00
ROTC Army Rio Grande Valley					1,000								1,000.00	\$ 1,000.00	-	1,000.00
Total Scholarships	-	-	-	15,000.00	3,000.00	-	1,000.00	1,000.00	-	-	-	-	20,000.00	\$ 20,000.00	-	23,000.00
TOTAL OUTFLOW	6.58	0.00	2.78	15,000.00	3,000.00	0.00	1,000.00	1,000.00	0.00	11.10	0.00	0.00	20,020.46	\$ 20,000.00	20.46	23,366.50
Decrease/Increase	1,803.48	943.11	692.67	(14,120.07)	(2,793.72)	438.13	(289.80)	(613.18)	465.56	2,495.40	7,854.75	-	(3,156.15)	\$ (20,000.00)	16,843.85	(28.81)

Operations (501(C)4)

Inflows:

	January	February	March	April	May	June	July	August	Sept	Oct	Nov	Dec	YTD	2021 Budget	Variance	YTD 2020
Membership Dues																
MOAA National		5,955.00					50.00	50.00			50.00		\$6,105.00	\$ 3,500	\$2,605.00	3,225.00
Friends of the Chapter											50.00		\$50.00		\$50.00	
Austin Chapter													\$0.00		\$0.00	
New Surv Sp													\$0.00		\$0.00	
New Retired	150.00	75.00	100.00	25.00		75.00		25.00	25.00		25.00		\$500.00	\$ 260	\$240.00	260.00
New Active Duty			25.00			25.00				25.00			\$75.00		\$75.00	80.00
New Former		25.00											\$25.00	\$ 40	-\$15.00	20.00
Renewal Surv Sp	250.00	200.00	50.00	50.00	25.00	95.00	25.00	75.00	25.00	125.00	75.00		\$995.00	\$ 1,000	-\$5.00	900.00
Renewal Retired	1,245.00	590.00	945.00	550.00	670.00	675.00	675.00	1,525.00	875.00	1,150.00	775.00		\$9,675.00	\$ 12,000	-\$2,325.00	7,940.00
Renewal Active Duty	25.00	25.00		25.00		25.00			25.00	50.00	25.00		\$200.00	\$ 100	\$100.00	220.00
Renewal Former	25.00			25.00	25.00	50.00		50.00	75.00	50.00	25.00		\$325.00	\$ 200	\$125.00	140.00
Total	\$ 1,670.00	\$ 6,870.00	\$1,120.00	\$675.00	\$720.00	\$945.00	\$750.00	\$1,725.00	\$1,025.00	\$1,400.00	\$1,025.00	\$0.00	\$17,950.00	\$ 17,100	\$850.00	\$ 12,785.00
Non-Dues Revenue																
Job Fair Acct Closure			2,922.97										\$2,922.97	\$ -	\$2,922.97	
Golf Tournament													\$0.00	\$ 4,000	-\$4,000.00	
Travel Awards													\$0.00		\$0.00	64.94
Merchandise (Coins/Shirts)				60.00					90.00	100.00	30.00		\$280.00	\$ 500	-\$220.00	97.00
Advertising Latiat		100.00		2,970.00				1,620.00					\$4,690.00	\$ 3,000	\$1,690.00	3,070.00
ROTC Medals	300.00												\$300.00		\$300.00	-
Corporate Partnership	\$ 100.00		\$ 100.00	\$ 200.00	\$ 200.00	\$ 200.00		\$ 100.00					\$900.00	\$ 500	\$400.00	600.00
Donation Miscellaneous											1,000.00		\$1,000.00		\$1,000.00	
Donations to Chapter	1,410.00	737.00	515.00	257.50	450.00	425.00	540.00	437.00	365.00	1,305.00	3,055.00		\$9,496.50	\$ 5,000	\$4,496.50	8,714.00
Donations to ACEF	820.00	611.00	375.00	197.50	435.00	705.00	380.00	462.00	860.00	6,933.50	1,944.00		\$13,723.00	\$ 7,000	\$6,723.00	13,757.79
Social Events								1,232.00		1,282.00	1,148.00		\$3,662.00	\$ 7,500	-\$3,838.00	3,989.00
	\$ 2,630.00	\$ 1,448.00	\$ 3,912.97	\$ 3,685.00	\$ 1,085.00	\$ 1,330.00	\$ 920.00	\$ 3,851.00	\$ 1,315.00	\$ 9,620.50	\$ 7,177.00	\$ -	\$36,974.47	\$ 27,500	\$9,474.47	30,292.73
TOTAL INCOME	\$4,300.00	\$8,318.00	\$5,032.97	\$4,360.00	\$1,805.00	\$2,275.00	\$1,670.00	\$5,576.00	\$2,340.00	\$11,020.50	\$8,202.00	\$0.00	\$54,924.47	\$ 44,600	\$10,324.47	\$ 43,077.73

YTD totals for both Inflows and Outflows are looking good and within budget. Brad suggested a few ideas to decrease office expenditures, will discuss with stakeholders and implement as appropriate.

Increase Revenue

- Add advertisers as luncheon sponsors to offset or partially offset the cost of meals. (To be discussed with Lisa)

Reduce mailing costs

- Send thank you letters electronically until a certain threshold (\$3,000?). 300+ thank you letters sent annually.(TBD)
- Reduce hardcopy membership renewal reminder letters from 3 to 1. Focus on electronic means or phone calls. (TBD)

Reduce office expenses:

- Explore the option to print on the copier versus desktop printer (\$70/cartridge). Discuss with copier rep and verify this option is included in the existing contract.
- Verify Microsoft 365 is purchased for non-profit organizations (slightly cheaper). (Verified).

Review annual insurance policies:

- Need a legal opinion, but is liability insurance necessary for the on-base location? (Currently yes)
- I will request a quote on the D&O insurance as our PTA organization has a similar insurance policy for \$256 annually. (TBD)

Outflows:

Category	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD	2021 Budget	Variance	YTD 2020
Copier Mntn Agreement				691.00									691.00	\$ 630	(61.00)	628.00
Square Service Fee	9.44	14.03	14.87	5.86	66.67	69.83	109.68	69.49	152.54	69.79	98.81		681.01	\$ 250	(431.01)	149.85
PayPal Service Fee	29.19	14.21	23.64	18.56	17.27	77.01	38.02	158.05	173.80	80.19	61.95		691.89	\$ 500	(191.89)	312.17
D&O Insurance									653.00				653.00	\$ 655	2.00	653.00
Dues & Subscription	676.00	569.60			112.57								1,358.17	\$ 1,850	491.83	1,551.30
Contractor Incentive													-	\$ 1,500	1,500.00	1,000.00
Independent Contr	1,708.32	1,708.32	1,708.32	1,708.32	1,708.32	1,708.32	1,708.32	1,708.32	1,708.32	1,708.32	1,708.48		18,791.68	\$ 20,500	1,708.32	18,791.52
Liability Insurance		487.00											487.00	\$ 500	13.00	487.00
Marketing													-	\$ 250	250.00	
Merchandise (Coins/Shirts)													-	\$ 1,500	1,500.00	
Office	306.83			477.11			107.68	1,054.38	100.95	1,220.27	220.07		3,487.29	\$ 2,500	(987.29)	2,212.08
Postage & Delivery	166.80	276.85		296.85			261.85	866.85	292.00	882.55			3,043.75	\$ 1,500	(1,543.75)	1,781.10
Social Events								26.00	1,191.33		1209.02		2,426.35	\$ 7,500	5,073.65	3,903.22
Special Activities													-	\$ 600	600.00	
Telephone	(4.80)	163.35	163.35	163.41	163.41	163.41	163.32	163.32	163.32	163.12	163.12		1,628.33	\$ 1,300	(328.33)	1,836.17
Trans To ACEF	1,280.00	820.00	611.00	375.00	197.50	435.00	705.00	380.00	462.00	2,156.50	7,643.50		15,065.50	\$ 7,000	(8,065.50)	13,256.19
Volunteer Recognition													-	\$ 100	100.00	
Total Outflow	\$ 4,171.78	\$ 4,053.36	\$ 2,521.18	\$ 3,736.11	\$ 2,265.74	\$ 2,453.57	\$ 3,093.87	\$ 4,426.41	\$ 4,897.26	6280.74	11104.95	0	49,004.97	\$ 48,635	(369.97)	46,561.60
Surplus/(Deficit)	128.22	4,264.64	2,511.79	623.89	(460.74)	(178.57)	(1,423.87)	1,149.59	(2,557.26)	4739.76	-2902.95	0	5,919.50	(4,035.00)	9,954.50	(3,483.87)

Cash Balances:

Educational Foundation RBFCU	Jan	Feb	March	April	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Savings	\$ 5.00	\$ 5.00	\$ 5.00	\$ 5.00	\$ 5.00	\$ 5.01	\$ 5.01	\$ 5.01	\$ 5.01	\$ 5.04	\$ 5.04		
Money Market	\$30,725.30	\$31,667.41	\$32,360.08	\$10,722.36	\$11,025.78	\$11,167.11	\$11,880.71	\$12,265.20	\$12,730.76	\$15,230.03	\$23,084.78		
Checking	\$ 5.00	\$ 5.02	\$ 5.00	\$ 4,005.34	\$ 2,005.13	\$ 2,005.20	\$ 1,000.06	\$ 5.03	\$ 5.00	\$ 5.00	\$ 5.00		
Certificates	\$10,240.93	\$10,250.80	\$10,261.73	\$10,272.33	\$10,283.29	\$10,293.91	\$10,304.89	\$10,315.89	\$10,326.55	\$10,337.58	\$10,348.26		
Total	\$40,976.23	\$41,928.23	\$42,631.81	\$25,000.03	\$23,319.20	\$23,471.23	\$23,190.67	\$22,591.13	\$23,067.32	\$25,577.65	\$33,443.08	\$ -	
Chapter Operations													
Broadway	\$ 7,276.80	\$11,541.44	\$14,634.59	\$15,072.96	\$17,926.39	\$21,667.82	\$23,569.93	\$33,609.59	\$41,738.67	\$47,643.43	\$46,952.42		
RBFCU CD's	\$16,945.39	\$16,957.82	\$16,971.59	\$16,984.65	\$16,990.65	\$16,996.44	\$17,002.44	\$17,008.44	\$17,014.25	\$17,020.19	\$17,024.95		
Total	\$24,222.19	\$28,499.26	\$31,606.18	\$32,057.61	\$34,917.04	\$38,664.26	\$40,572.37	\$50,618.03	\$58,752.92	\$64,663.62	\$63,977.37	\$ -	
Note: Broadway Balance beginning in May includes \$2,000 MOAA grant for Red, White & You Job Fair.													
Social Events	Jan	Feb	March	April	May	June	July	Aug	Sep	Oct	Nov	Dec	YTD
Chapter													
Inflows							\$ -	\$ 1,200.00	\$ 85.00	\$ 1,204.00	\$ 940.00	\$ 286.00	\$ 3,715.00
Outflows								\$ 1,133.36	\$ 85.00	\$ 1,209.02			\$ 2,427.38
Variance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 66.64	\$ -	\$ (5.02)	\$ 940.00	\$ 286.00	\$ 1,287.62

Golf:

Golf Tournament 2021													
	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	2021 YTD
Income:													
Sponsorship					750.00	1,500.00	2,825.00	2,950.00	750.00		17,350.00		26,125.00
Donation			250.00				50.00		575.00	465.00	100.00		1,440.00
Entry Donation Warrior @\$150					150.00	300.00		600.00	1,350.00	150.00			2,550.00
Entry Fee Player					560.00	1,420.00	280.00	3,810.00	6,320.00	300.00	370.00		13,060.00
Super Tickets @ \$50					200.00	500.00	50.00	650.00	1,300.00	250.00	2,050.00		5,000.00
Total	\$ -	\$ -	\$ -	\$ 250.00	\$1,660.00	\$3,720.00	\$ 3,205.00	\$ 8,010.00	\$10,295.00	\$ 1,165.00	\$19,870.00	\$ -	\$48,175.00
Expenses:													
Green Fees 120 @ \$55	116										6,380.00		6,380.00
Quarry Golf Club Extras	Beverages 224@\$3										672.00		672.00
Lunch (Donated)													-
Awards Dinner 130 @ \$28 (125 @ \$24 + \$784.40 gratuity + Cleanup \$250)											4,034.40		4,034.40
Player Prizes (21 x \$100, 8 x \$75, 4 x \$50)											\$ 2,900.00		2,900.00
Discount (20%)											\$ (580.00)		(580.00)
Quarry Bill \$13,406.40													
Banner/Signage \$149											149.00		149.00
Cling for Beverage Carts @\$12	(Now priced @ \$4)										8.00		8.00
Hole Signage etc (14 @ \$21)	(17 @ \$22)										374.00		374.00
Acrylic Awards 7" 56 @ \$36	(5 @ \$36) (recd 6)										\$ 180.00		180.00
Acrylic Awards 5" 5 @ \$23.50											\$ 117.50		117.50
Hole in One Ins											395.00		395.00
Goodie Bag Items 150 @ \$4.50 (35 doz)											630.00		630.00
Super Tickets 115 @ 7.50	(Billed 106)										795.00		795.00
Shipping											167.15		167.15
Above Par Bill \$2,815.65)													
Photographer											250.00		250.00
Quarry Staff Tip											200.00		200.00
Golf Pro Consultant													1,000.00
Total	\$ 116.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$16,672.05	\$ -	\$16,672.05
													\$31,502.95
													-20% MOAA \$ 6,300.59
													Balance: \$25,202.36
													(2019 \$8,125 each at 50%)
													50% Scholarship: \$12,601.18
													50% WFSC: \$12,601.18

2022 Budget:

We have high expectations for revenue and sponsorships, and that outflow will be reduced. The expected deficit is reasonable, especially following this year's successes. David Patrick made a motion to accept the 2022 Budget as presented. Seconded by Jim Cunningham. Vote was unanimous.

VP Membership: COL Felix Santiago, USA (Ret) – Current chart shows 208 Active Duty, 150 Surviving Spouse, 62 Former and 827 Retired giving a total of 1247, with a net loss of 25 (2%). This is mainly due to transitioning/PCS-ing Active Duty, and the usual pattern throughout the year. In person Newcomer's events are scheduled to resume in January which should increase recruitment. The Final Final listing of 336 members is made up mostly of the initial influx of NRT prospects when we entered Jan through June 2020 reports all at once, but retention has been about 20% which was expected. Normal retention notices will be issues and Felix will personally reach out to most but losing this many names will make the chapter leaner and the % of paid memberships will increase. To increase retention more emphasis must be placed on the communicating the legislative advocacy that is done at the city and state level.

VP Programs: Col David Patrick, USAF (Ret) – The survey results from the luncheons were reviewed. Positive remarks indicated feeling comfortable is important will ensure members return. Reviewed the draft programming for 2022, some excellent speakers are lined up. We will be back at the Ft Sam Golf Club beginning January and they are only offering buffets because of staff shortages. The next event is Dan Menelly from the Doseum at the Petroleum Club along with the Alamo Heights Young Adult Choir.

VP Legislative Affairs: Maj Jim Cunningham, USA (Ret) – Little is happening at the state level currently, though the passage of the two constitutional amendments in the November ballot will assist surviving spouses with their property taxes.

“The constitutional amendment to allow the surviving spouse of a person who is disabled to receive a limitation on the school district ad valorem taxes on the spouse's residence homestead if the spouse is 55 years of age or older at the time of the person's death.”

“The constitutional amendment authorizing the legislature to provide for an exemption from ad valorem taxation of all or part of the market value of the residence homestead of the surviving spouse of a member of the armed services of the United States who is killed or fatally injured in the line of duty.”

At the federal level items being worked on include benefits for presumptive illness for veterans. Both Jim's and Kitty's positions on the Texas Veterans Commission committees are involved in looking at solutions to suicide prevention and homelessness of veterans. The Texas Land Board, providing home loans to veterans is also on the TVC's radar.

President: LtCol Kitty Meyers, USAF (Ret) – As well as the TVC Committee, Kitty is participating in the Texas Veterans Network committee managed by ACOG, and the San Antonio Chamber's Military Affairs Committee.

Scorecard:

An in-depth discussion was held on the changes and improvements to the Chapter Priorities for 2022. Once Lisa Skopal is back in town the Advertising position can be completed.

Staff Reports

Editor: LtCol Juliet Chelkowski, USAF (Ret) - Absent. No report.

VAC/VGSAA Rep: COL Felix Santiago, USA (Ret) – The virtual Retiree Appreciation Day was cancelled – an in person one is planned for April 2022. Felix has agreed to take over Jim's position as Co Chair of the JBSA Retiree Council. Working on the virtual RAD coming in December. Felix coordinating with General Miller and Col Cuellar as presented at the upcoming RAD.

Army Chief of Staff's Retiree Council Washington DC: COL Felix Santiago, USA (Ret) – Nothing to report.

Historian: (Open) No report.

Chapter Affairs Officer: Col Irene Collier, USAF (Ret) – Absent.

Transition Liaison Officer: LtCol Kitty Meyers, USAF (Ret) – Participated and/or provided resume services at the Hiring Our Heroes and the Red White & You job fairs.

Active Duty Liaison Officer: Rachel Johnson, LT, USCG – Absent. No report.

Scholarship/JROTC: Col Peter Hunt, USAF (Ret) – Absent. Report received via email:

Notes from Scholarship Team:

1—we held very productive kickoff mtg on 16 Nov, with several fresh faces and good inputs. Decisions included approval of scholarship application and funding priorities that we will be able to execute when the budget is finalized. Minutes sent to scholarship cmte mbrs.

2–Felix updated the 2022 application (admin and date changes only). Will send to the ROTC units after we get the database cleaned up.

3–I contacted MOAA National about status of ordering medals and certificates. The website info was from Feb 21 and had no clear way-ahead for 2022 as the MOAA Store is transitioning vendors. Will keep on top of this as it will likely delay our “envelope stuffing” party I planned for mid-Jan as well as the mailing to units.

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

Blue Skies of Texas Satellite Chapter Representative: LtCol Jim Conner, USAF (Ret) – Absent. Jim advised he is resigning due to his travel schedule but has enlisted an eager replacement, Lt Col Tom Carter.

ARC Satellite Chapter Representative: Col Joe Morgan, USAF (Ret) – Absent. No report.

Advertising Coordinator: Col Lisa Skopal, USAF (Ret) – Absent. No report.

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) – Absent. No report.

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

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

Administration: Trish Meserve – Working on 482 renewals, of which 145 are to be mailed. 21 to be deleted. Luncheon sign ups currently are at 17.

New Business

The president of MOAA Vacations is requesting a reception during the 1st or 2nd quarter next year to promote the MOAA Travel Agency.

MEETING ADJOURNED at 12:02pm.

Next Staff Meeting – Thur Jan 6 2022 at 10am

Next Board Meeting – TBD



MAJ Mike Frankel, USA , Secretary