

MILITARY OFFICERS ASSOCIATION OF AMERICA

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

MINUTES OF STAFF MEETING

Thursday January 4, 2018

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 (by phone), Col Irene Collier, Col Peter Hunt, Col Stu Myers, Col David Patrick, COL Barbara Ramsey, Col Pete Schaub, LTC Robert Blake, LtCol Ed Marvin, LtCol Kitty Meyers, Trish Meserve.
Guest/Newcomer: Peggy Marchbanks.

Invocation and pledge by Kitty Meyers.

Secretary: Col David Patrick, USAF (Ret) – Minutes from the November meeting were reviewed and approved for filing.

Treasurer: Col Vaughn Caudill, USA (Ret) – Financials from November and December were reviewed and approved for filing. Noted that 2017 budget projected a \$308 deficit whereas in reality it exceeded a \$3883 and 2018 budget is projected to be an \$11k shortfall. Kitty Meyers also reminded all that 2018 will be the second year of the 3 years dues payers so focus will need to be on non dues revenue i.e. advertising corporate partnerships.

The advertising budget does cover the cost of the printing and postage. Barbara Ramsey suggested each team leader provide the contact info of their own personal service providers to assist new Advertising Coordinator, Rafael Paredes (and his team?), in his quest for new advertisers/partners.

Received notification in December that the new 501(c) 3 Alamo Chapter Educational Foundation has been approved by IRS effective 6/15/17. Need to set up new account, board & bylaws and submit the application to the Combined Federal Campaign.

Outreach Account:

INCOME	January	February	March	April	May	June	July	August	September	Oct	Nov	Dec	YTD	2017 Budget	Variance
Donations	2,100.00	1,380.00	1,910.00	370.00	50.00	290.00	250.00	605.00	690.00	400.00	175.00	1,190.00	9,410.00	\$ 7,000.00	2,410.00
Other													-		-
Golf Tournament													-		-
In		225.00			1,000.00	10,590.00	3,535.00	6,370.00	7,040.00	500.00			29,260.00		29,260.00
Out				1,000.00					14,990.23		1,000.00		16,990.23		16,990.23
Sub Total Golf	-	225.00	-	(1,000.00)	1,000.00	10,590.00	3,535.00	6,370.00	(7,950.23)	500.00	(1,000.00)		12,269.77	\$ 15,000.00	(2,730.23)
TOTAL INCOME	2,100.00	1,605.00	1,910.00	(630.00)	1,050.00	10,880.00	3,785.00	6,975.00	(7,260.23)	900.00	(825.00)	1,190.00	21,679.77	\$ 22,000.00	(320.23)
OUTFLOWS															
Charity															
Warrior & Family Support Ctr											5,308.00		5,308.00	\$ 7,500.00	(2,192.00)
MOAA Heritage					125.00								125.00	\$ 125.00	-
Undesignated Charities														\$ 100.00	(100.00)
501 C 3 Application						25.00					275.00		300.00	\$ 850.00	(550.00)
Total	-	-	-	-	125.00	25.00	-	-	-	-	5,583.00		5,733.00	\$ 8,575.00	(2,842.00)
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						500.00							500.00	\$ 500.00	-
ROTC Army			8,000.00	1,000.00		1,000.00							10,000.00	\$ 10,000.00	-
ROTC Air Force			2,000.00										2,000.00	\$ 2,000.00	-
ROTC Air Force (Col Ed & Ruby Marvin)			1,000.00										1,000.00	\$ 1,000.00	-
Total	-	-	11,000.00	1,500.00	500.00	2,000.00	-	-	-	-	-	-	15,000.00	\$ 15,000.00	-
TOTAL OUTFLOW	0.00	0.00	11,000.00	1,500.00	625.00	2,025.00	0.00	0.00	0.00	0.00	5,583.00	0.00	20,733.00	\$ 23,575.00	(2,842.00)
Decrease/Increase	2,100.00	1,605.00	(9,090.00)	(2,130.00)	425.00	8,855.00	3,785.00	6,975.00	(7,260.23)	900.00	(6,408.00)	1,190.00	946.77	\$ (1,575.00)	2,521.77

Operating Account – Inflow:

	January	February	March	April	May	June	July	August	September	Oct	Nov	Dec	YTD	2017 Budget	Variance
Membership Dues															
MOAA National		40.00			50.00								\$90.00	\$ 1,000	-\$910.00
New Aux	15.00					15.00		40.00	15.00				\$85.00	\$ -	\$85.00
New Retired		15.00		55.00	40.00						40.00		\$150.00	\$ -	\$150.00
New Active Duty									15.00				\$15.00	\$ -	\$15.00
New Former													\$0.00	\$ -	\$0.00
Renewal Aux	295.00	370.00	105.00		85.00	45.00	55.00		80.00	110.00		70.00	\$1,215.00	\$ 1,200	\$15.00
Renewal Retired	2,505.00	2,320.00	840.00	520.00	1,075.00	755.00	1,040.00	1,535.00	1,085.00	1,170.00	610.00	585.00	\$14,040.00	\$ 8,000	\$6,040.00
Renewal Active Duty	80.00	125.00	205.00	40.00		40.00	40.00		55.00	130.00	40.00	40.00	\$795.00	\$ 700	\$95.00
Renewal Former			15.00			15.00		95.00		95.00	15.00		\$235.00	\$ 150	\$85.00
Total	\$ 2,895.00	\$ 2,870.00	\$1,165.00	\$615.00	\$1,250.00	\$855.00	\$1,135.00	\$1,670.00	\$1,250.00	\$1,505.00	\$705.00	\$695.00	\$16,625.00	\$ 11,050	\$5,575.00
Non-Dues Revenue															
CFC													\$0.00	\$ -	\$0.00
Travel Rewards													\$0.00	\$ 500	-\$500.00
Golf Tournament								2,553.95	100.00				\$2,653.95	\$ 3,000	-\$346.05
Merchandise (Coins/Shirts)		5.00	20.00	10.00	15.00					20.00			\$70.00	\$ 750	-\$680.00
JROTC Medals (Garza)		916.39											\$916.39	\$ 1,000	-\$83.61
Advertising Lariat	275.00	5,675.00	100.00	385.00	1,785.00	2,170.00	60.00						\$10,450.00	\$ 20,000	-\$9,550.00
Corporate Partnership	200.00	200.00	100.00			100.00					200.00	100.00	\$900.00	\$ 1,000	-\$100.00
Donations to Chapter	1,070.00	675.00	550.00	120.00	1,066.00	45.00	1,140.00	390.00	50.00	25.00	120.00	230.00	\$5,481.00	\$ 6,000	-\$519.00
Donations to Outreach	1,380.00	1,910.00	370.00	50.00	290.00	250.00	605.00	690.00	400.00	175.00	1,190.00	1,915.00	\$9,225.00	\$ 7,000	\$2,225.00
Social Events	1,280.00	1,060.00	990.00	940.00	1,110.00	2,788.00	120.00	804.00	378.00	840.00	2,829.00	2,032.00	\$15,171.00	\$ 15,000	\$171.00
Total	\$ 4,205.00	\$ 10,441.39	\$ 2,130.00	\$ 1,505.00	\$ 4,266.00	\$ 5,353.00	\$ 1,925.00	\$ 1,884.00	\$ 3,381.95	\$ 1,160.00	\$ 4,339.00	\$ 4,277.00	\$44,867.34	\$ 54,250	-\$9,382.66
TOTAL INCOME	\$7,100.00	\$13,311.39	\$3,295.00	\$2,120.00	\$5,516.00	\$6,208.00	\$3,060.00	\$3,554.00	\$4,631.95	\$2,665.00	\$5,044.00	\$4,972.00	\$61,492.34	\$ 65,300	-\$3,807.66

Operating Account – Outflow:

Category	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD	2017 Budget	Variance
Bank Charge/Int													-	\$ 100	100.00
Board & Staff Mtg													-	\$ -	-
Building Costs (rent)													-	\$ -	-
Copier Mntn Agreement				472.00									472.00	\$ 450	(22.00)
Square Service Fee	36.83	42.55	23.41	19.98	32.36	16.33	64.36	138.34	88.50	18.24	26.76	22.91	530.57	\$ 475	(55.57)
PayPal Service Fee	28.26	27.22	8.08	34.94	63.67	39.60	31.77	65.69	41.44	25.47	76.51	35.35	478.00	\$ 400	(78.00)
D&O Insurance									653.00				653.00	\$ 675	22.00
Dues & Subscription	536.00	75.00			553.60								1,164.60	\$ 1,300	135.40
GT Contractor Incentive								1,100.00					1,100.00	\$ 650	(450.00)
Independent Contr	767.00	1,534.00	1,534.00	1,534.00	1,534.00	1,534.00	1,534.00	1,534.00	1,534.00	1,534.00	1,534.00	2,801.00	18,908.00	\$ 18,408	(500.00)
Lariat Postage	215.00			1,000.00									2,215.00	\$ 2,500	285.00
Lariat Printing	449.05	443.67	445.02	597.22	439.24	434.70	1,443.30	428.13	449.10	447.75	457.66	455.10	6,489.94	\$ 7,500	1,010.06
Liability Insurance		425.00											425.00	\$ 500	75.00
Marketing	871.92												871.92	\$ -	(871.92)
Membership Recruiting													-	\$ 100	100.00
Merchandise (Coins/Shirts)													-	\$ 500	500.00
Miscellaneous													-	\$ 100	100.00
Office	169.58	496.47	39.99	337.87	30.50	617.02	13.50	527.86	48.00	264.20	334.40	619.03	3,498.42	\$ 2,500	(998.42)
Personal Affairs													-	\$ -	-
Postage & Delivery		246.75			246.75	(80.40)	246.75		246.75	498.40			1,405.00	\$ 2,000	595.00
ROTC				269.48									269.48	\$ 400	130.52
JROTC Medals	916.39												916.39	\$ 1,000	83.61
Satellite Chapters													-	\$ 600	600.00
Social Events	1,066.32	1,054.98	1,214.40	840.95	912.60	3,147.92	-	873.24	286.00	52.00	1,509.15	3,646.62	14,604.18	\$ 15,000	395.82
Solitaires											62.45		62.45	\$ 100	37.55
Special Activities											135.83		135.83	\$ 600	464.17
Telephone	136.32	138.21	141.81	136.48	136.48	135.32	171.23	153.35		310.82	149.68	156.24	1,765.94	\$ 1,900	134.06
Trans To Outreach	2,100.00	1,380.00	1,910.00	370.00	50.00	290.00	250.00	605.00	690.00	400.00	175.00	1,190.00	9,410.00	\$ 7,000	(2,410.00)
Volunteer Recogn													-	\$ 100	100.00
TOTAL OUTFLOWS	7,292.67	5,863.85	5,316.71	5,612.92	3,999.20	6,134.49	3,754.91	4,325.61	5,136.79	3,550.88	5,461.44	8,926.25	65,375.72	\$ 64,858	(517.72)
Surplus/(Deficit)	(192.67)	7,447.54	(2,021.71)	(3,492.92)	1,516.80	73.51	(694.91)	(771.61)	(504.84)	(885.88)	(417.44)	(3,954.25)	(3,883.38)	442.00	(4,325.38)

Reserve Balances & Social Events:

	Jan	Feb	March	April	May	June	July	Aug	Sep	Oct	Nov	Dec	
Outreach													
RBFCU													
Savings	\$ 7.90	\$ 7.90	\$ 7.90	\$ 7.90	\$ 7.90	\$ 7.90	\$ 7.90	\$ 7.90	\$ 7.90	\$ 7.90	\$ 7.90	\$ 7.90	\$ 7.90
Money Market	\$16,078.43	\$17,463.59	\$ 6,378.31	\$ 5,380.19	\$ 5,430.19	\$ 4,723.59	\$ 4,975.23	\$ 5,582.06	\$ 6,273.98	\$11,984.53	\$12,163.51	\$13,357.97	\$13,357.97
Checking	\$ 9.04	\$ 9.04	\$ 2,009.15	\$ 1,879.23	\$ 1,379.23	\$ 379.35	\$ 379.37	\$ 379.39	\$ 379.41	\$ 379.48	\$ 379.50	\$ 379.52	\$ 379.52
Certificates	\$ 9,623.00	\$ 9,631.77	\$ 9,641.48	\$ 9,650.89	\$ 9,650.89	\$ 9,670.05	\$ 9,679.80	\$ 9,689.56	\$ 9,699.02	\$ 9,708.81	\$ 9,718.29	\$ 9,718.29	\$ 9,718.29
Total	\$25,718.37	\$27,112.30	\$18,036.84	\$16,918.21	\$16,468.21	\$14,780.89	\$15,042.30	\$15,658.91	\$16,360.31	\$22,080.72	\$22,269.20	\$23,463.68	
Chapter Operations													
Broadway	\$34,566.73	\$42,399.27	\$40,057.56	\$36,939.59	\$40,404.75	\$51,677.87	\$51,730.04	\$57,328.43	\$46,319.41	\$35,167.53	\$33,475.09	\$33,475.09	\$33,475.09
USAA	\$16,169.15	\$16,180.27	\$16,180.27	\$16,201.46	\$16,212.22	\$16,223.40	\$16,223.40	\$16,245.37	\$16,245.37	\$16,267.37	\$16,267.37	\$16,267.37	\$16,267.37
Total	\$50,735.88	\$58,579.54	\$56,237.83	\$53,141.05	\$56,616.97	\$67,901.27	\$67,953.44	\$73,573.80	\$62,564.78	\$51,434.90	\$49,742.46	\$49,742.46	
Social Events													
Income	\$1,280.00	\$1,060.00	\$990.00	\$940.00	\$1,110.00	\$2,788.00	\$0.00	\$924.00	\$338.00	\$902.00	\$1,775.00	\$2,884.00	\$14,991.00
Outgo	\$1,066.32	\$1,054.98	\$1,214.40	\$840.95	\$912.60	\$3,147.92	\$0.00	\$873.24	\$338.00	\$940.00	\$1,509.15	\$2,706.62	\$14,604.18
Variance	\$213.68	\$5.02	-\$224.40	\$99.05	\$197.40	-\$359.92	\$0.00	\$50.76	\$0.00	-\$38.00	\$265.85	\$177.38	\$386.82

Three Year Comparison – YTD December

Outreach:

INCOME	2017	2016	2015
Donations	\$ 9,410.00	\$ 7,443.00	\$ 8,125.00
Other	\$ -	\$ -	\$ -
Golf Tournament			
In	\$29,260.00	\$ 27,391.00	\$ 30,437.00
Out	\$16,990.23	\$ 13,856.70	\$ 13,590.75
Sub Total Golf	\$12,269.77	\$ 13,534.30	\$ 16,846.25
TOTAL INCOME	\$21,679.77	\$ 20,977.30	\$ 24,971.25
OUTFLOWS			
Charity			
Wounded Warrior	\$ 5,308.00	\$ 8,550.00	\$ 10,625.00
MOAA Military Family Initiative	\$ 125.00	\$ 125.00	\$ -
Undesignated Charities		\$ 100.00	\$ 100.00
501 C3 Application	\$ 300.00		
Total	\$ 5,733.00	\$ 8,775.00	\$ 10,725.00
Scholarships			
Torrey	\$ 500.00	\$ 2,500.00	\$ 2,500.00
Gen Herring (JROTC #1)	\$ 500.00	\$ 500.00	\$ 2,500.00
McCarthy (JROTC #2)	\$ 500.00	\$ 500.00	\$ 2,500.00
Chapter	\$ 500.00	\$ 500.00	\$ 2,500.00
ROTC Army	\$10,000.00	\$ 9,000.00	\$ 1,000.00
ROTC Air Force (Marvin)	\$ 1,000.00	\$ 1,000.00	\$ 2,500.00
ROTC Air Force	\$ 2,000.00	\$ 1,000.00	\$ 500.00
Total	\$15,000.00	\$ 15,000.00	\$ 14,000.00
TOTAL OUTFLOW	\$20,733.00	\$ 23,775.00	\$ 24,725.00
Decrease/Increase	\$ 946.77	\$ (2,797.70)	\$ 246.25

Operations – Inflows:

Category	2017	2016	2015
Membership Dues			
MOAA National	\$ 90.00	\$ 530.00	\$ 5,065.00
New Aux	\$ 85.00	\$ 15.00	\$ 30.00
New Retired	\$ 150.00	\$ 70.00	\$ 45.00
New Active Duty	\$ 15.00	\$ 15.00	\$ -
New Former	\$ -	\$ 25.00	\$ -
Renewal Aux	\$ 1,215.00	\$ 1,060.00	\$ 1,955.00
Renewal Retired	\$ 14,040.00	\$ 10,795.00	\$ 8,745.00
Renewal Active Duty	\$ 795.00	\$ 505.00	\$ 695.00
Renewal Former	\$ 235.00	\$ 145.00	\$ 115.00
Total	\$16,625.00	\$ 13,160.00	\$ 16,650.00
Non-Dues Revenue			
Interest			
Trip Rewards	\$ -	\$ 373.80	\$ 87.17
Merchandise	\$ 70.00	\$ 185.00	\$ 133.00
JROTC Medals (Garza)	\$ 916.39	\$ -	\$ -
Advertising Lariat	\$10,450.00	\$ 18,985.00	\$ 21,220.00
Corporate Partnership	\$ 900.00	\$ 800.00	\$ 1,200.00
Donations to Chapter	\$ 5,481.00	\$ 6,315.00	\$ 5,023.00
Donations to Outreach	\$ 9,225.00	\$ 7,608.00	\$ 9,775.00
Golf Tournament	\$ 2,653.95	\$ 1,353.42	\$ 1,684.63
Social Events	\$15,171.00	\$ 14,450.81	\$ 14,168.16
Total	\$44,867.34	\$ 50,071.03	\$ 53,290.96
TOTAL INCOME	\$61,492.34	\$ 63,231.03	\$ 69,940.96

Operations – Outflows:

Category	2017	2016	2015
Bank Charge/Int	\$ -	\$ 56.80	\$ 0.26
Copier Mntn Agreement	\$ 472.00	\$ 429.00	\$ 390.00
Credit Card Fee Square	\$ 530.57	\$ 479.42	\$ 352.03
Credit Card Fee PayPal	\$ 478.00	\$ 350.90	\$ 386.18
D&O Insurance	\$ 653.00	\$ 667.00	\$ 618.00
Dues & Subscription	\$ 1,164.60	\$ 1,196.20	\$ 1,342.40
GT Contractor Incentive	\$ 1,100.00	\$ 650.00	\$ 500.00
Independent Contr	\$ 18,908.00	\$ 14,724.96	\$ 14,204.32
Lariat Postage	\$ 2,215.00	\$ 2,225.00	\$ 2,000.00
Lariat Printing	\$ 6,489.94	\$ 7,136.03	\$ 7,427.87
Liability Insurance	\$ 425.00	\$ 425.00	\$ 425.00
Marketing	\$ 871.92	\$ -	\$ -
Membership Recruiting	\$ -	\$ 125.00	\$ 37.00
Miscellaneous	\$ -	\$ -	\$ 1,091.55
Office	\$ 3,498.42	\$ 2,750.42	\$ 2,436.40
Personal Affairs	\$ -		\$ -
Postage & Delivery	\$ 1,405.00	\$ 1,937.50	\$ 1,727.10
ROTC	\$ 269.48	\$ 399.36	\$ 332.85
ROTC JR Medals	\$ 916.39	\$ -	\$ -
Satellite Chapters	\$ -	\$ -	\$ -
Social Events	\$ 14,604.18	\$ 15,531.49	\$ 14,930.16
Solitaires	\$ 62.45	\$ 52.35	\$ 65.45
Special Activities	\$ 135.83	\$ 500.00	\$ 1,200.00
Telephone	\$ 1,765.94	\$ 1,741.49	\$ 1,717.45
Trans To Outreach	\$ 9,410.00	\$ 7,443.00	\$ 8,125.00
Volunteer Recogn	\$ -		
TOTAL OUTFLOWS	\$65,375.72	\$58,820.92	\$59,309.02

Vice President Operations/Scholarship: Col Peter Hunt, USAF (Ret) – Scholarships will incorporate a new email address (moaa.ac.awards@gmail.com). Assisted by Dave Lynch information has been sent out to 120 high schools and 6 colleges explaining scholarship and awards program and asking for updated POC info. Revised scholarship forms were included and the plan is to repeat the mailing every 2-3 weeks.

MOAA medals are now priced at \$3.00 though we do have inventory left over from last year. Certificate folders priced at \$2.00 each, though will check Office Depot and price something suitable. It would be helpful if Jim Cunningham could still ask General Garza if he wants to contribute to the cost of the folders and mailing expenses like last year. David Patrick has submitted the request to MOAA/USAA for their \$300 chapter contribution to help offset the cost of the scholarship winners and their guests' luncheon.

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

VP Membership: Maj Jim Cunningham, USA (Ret) – Absent. Membership chart reviewed: Active Duty 197, Auxiliary 183, Former 30, Retired 729 Totaling 1139. Upcoming recruiting events include ETAP at end of January. Declining membership appears to be a common problem among organizations. Kitty attends Chamber Military Affairs meetings and pushes membership. One of the reasons for the large drops is the removal of the non-renewing members we add using the MOAA national prospect list but we do seem to keep 2-3% of these freebies. Barbara Ramsey suggested looking at the number of members required to make the chapter viable but membership dues themselves even if all paid would not cover the day to day expenses. Ed Marvin will speak with Bob Certain (MOAA Board mbr on Chapter & Council Affairs committee) regarding garnering help from MOAA. Other suggestions for membership retention were to shift focus on meetings and social events to accommodate the younger military element who communicate and connect in a different way than what we are accustomed to. Must put ourselves in front of people and use the 30 second elevator speech. Perhaps hold an event that has WFSC as a beneficiary, or a community assistance event.

VP Programs: Col David Patrick, USAF (Ret) – Christmas Party was a great success! Next event is the January luncheon with speaker Leslie Mouton. 4-6 emails go out to the membership per event using the Constant Contacts platform, plus a personal thank you for attending from David. This final email will also include a link to a survey (powered by Survey Monkey) to garner evaluations and future suggestions for improvements and or speakers. Ft Sam Golf Club has raised their prices for 2018 so we must in turn also raise them. Pre-paid price will be increased to \$22 and pay at the door to \$24 effective for the March meeting. New concept to start in February - a Munch & Learn Happy Hour event. Pete Hunt to distribute information on the event to GGOC for Randolph and David will ask Bill Goforth to distribute on Ft Sam. Kitty advised Navy week occurs the same week and will have the Navy contact also distribute the information. Meeting at RBFCU with Ed Marvin on Friday to firm up August's meeting at RBFCU. Programs are design to break even though 2017 yielded a profit of \$386.

VP Legislative Affairs: LTC Robert Blake, USA (Ret) – MOAA did a great job of lobbying in 2017. Will be looking at Medicare budget next.

President: LtCol Kitty Meyers, USAF (Ret) – Once Jim Cunningham returns the focus will be on the next stage of setting up separate Board and by laws for the new 501 (c) 3 Alamo Chapter Education Foundation.

Buddy Program Status: No additions, Kitty Meyers encouraged all to groom a buddy and get more members involved.

MOAA National Update: Col Barbara Ramsey, USA (Ret) – MOAA Board seeking applicants for 12 positions that will become vacant in November. Instructions available on MOAA website www.moaa.org or in January issue of the Military Officer Magazine.

Scorecard Review: David Patrick reviewed updated scorecard to be presented to the Board for their approval at the next Board meeting. See Appendix A.

Staff Reports

VP Personal Affairs: Col Stu Myers, USAF (Ret) – A spouse of a current member passed in December.

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

VP Public Relations/Marketing: LTC Charles Poole, USA (Ret) – Absent. No report.

VP Logistics: (Open) - No report.

Chapter Affairs Officer/ARC Representative: Col Irene Collier, USAF (Ret) – ARC is still looking for a new CEO, though interim CEO David Fulbright has applied for the position. Many new and younger ARC residents are moving in.

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

Webmaster: Col Bill Hudson, USAF (Ret) – Absent. No report.

Administration: Trish Meserve – Reviewed calendar for updates. Sending out the following snail mail renewals – 97 for January; 36 2nd notices for December; 11 3rd notices for November and 10 Final Final email notices for October (list provided). Deleted 11 for September's non payment of dues. Added 10 folks to the Lifetime list having reached the age of 90 and therefore no longer required to pay dues. Received an appreciation certificate from WFSC for our \$5,308 donation. Provided updated contact list in packet.

Historian: LTC Kerry Reyna USA (Ret) – Absent.

Transition Liaison Officer: LtCol Kitty Meyers USAF (Ret) – Attending USO Pathfinder lunch today and is involved in organizing a Texas Women's event in June. Continuing to assist with resumes/transition as requested.

JROTC: Col Dave Lynch, USAF (Ret) – Peter Hunt attending the SACAC breakfast as kick off for the Army Bowl.

Special Activities Representative: Susie Tolman (Auxiliary) – No report.

Blue Skies West Liaison: LtCol Jim Conner, USAF (Ret) – Absent. No report.

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

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

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

Volunteer Coordinator: Col Pete Schaub – Getting sporadic responses from his volunteers. Will concentrate on finding opportunities for a group of MOAA-AC members to assist somewhere – KLRN, Food Bank.

Solitaires: Pat Shecter (Auxiliary) – Absent. Irene Collier advised they met at a new location this week – the Longhorn Café on the corner of Rittiman and Harry Wurzbach which has a private room. All enjoyed the food!

Old Business:

- 1) Task List was reviewed.

New Business:

- 1) VOYA – Trish to send out email requesting nominations
- 2) Media Kit – included so all can assist in garnering advertising or Corporate Partners. Sizing page to be revamped.

MEETING ADJOURNED at 11:48am.

Next Golf Planning Cmte meeting Monday 8 Jan 2pm
Next Board meeting Wednesday 10 Jan 1pm
Next staff meeting Thursday 1 Feb 10am

A handwritten signature in black ink, appearing to read "David Patrick". The signature is fluid and cursive, with a large initial "D" and "P".

Col David Patrick, USAF (Ret), Secretary

For The Record:

It was unanimously approved by email vote during the first week of November 2017 that the current Alamo Chapter Scholarship be renamed and will now be known as the James & Cheryl Cunningham Scholarship.

Appendix A

PRIORITY 1: Sustain Strong & Influential Legislative Efforts/Programs

Goal: Visit with every constituent legislator at least annually.

Action Items/Steps	Point Person(s)	Status
1.1 Legislative outreach teams continue to make visits to legislators; and invite legislators to our chapter functions. Visit reports to be included in The Lariat.	Robert Blake & Ed Marvin	.
1.2 Educate membership on how to advocate using Endeavor/CapWhiz.		

PRIORITY 2: Increase and Retain Membership

Goal: By Dec 31, 2018 grow Chapter membership to 1700.

Action Items/Steps	Point Person(s)	Status
2.1 Focus on “catchment area” targeted recruiting: <ul style="list-style-type: none"> • Use the MOAA ZIP code alignment list to target high military populated areas (Corpus, Del Rio & the Valley.) • Where feasible, visit these areas with goal of getting them to start new MOAA Chapter. 	Cunningham & Staff	
2.2 Include as a discussion topic at each staff meeting to study and recommend action steps on “how to get more chapter members involved”.	Meyers & Marvin	
2.3 Pursue automatic free membership for new residents at Blue Skies and ARC.	Cunningham & Patrick	
2.4 Fill staff vacancies, i.e., Secretary, President Elect, and a “Buddy” for each position.	Meyers & staff	
2.5 Create social media presence with Twitter and/or Facebook.	Poole	

