

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 8, 2015

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 Peter Hunt, CAPT Bill Knehans, Col Stu Myers, Col David Patrick, LTC Robert Blake, LTC Randy Hoff, LtCol Fred Koechley, LtCol Ed Marvin, LtCol Kitty Meyers, LTC Kerry Reyna, Maj Jim Cunningham, Maj Len Mull, Susie Tolman, Trish Meserve.

Invocation and pledge led by Jim Cunningham.

Additions to the agenda: Old Business: Relocation Update
New Business: Job Fair, Veterans Summit, Advocating On The Hill

Secretary: Col David Patrick – Minutes from the November meeting were reviewed and approved for filing. Reminder given for 1) Board meeting on Wednesday Jan 14th. Time changed to 1pm.

President: Maj Jim Cunningham – Will be attending meeting on Jan 15th with Army North to revive the Ft Sam Houston Army Retiree Council. Also meeting with the secretary of the VA with Ed Marvin and Barbara Ramsey as part of a MOAA national initiative to obtain info regarding their new medical protocol.

Treasurer: Vaughn Caudill (absent) – November & December financials were reviewed and approved for filing.

Outreach Account:

1/8/15						
INCOME	Oct	Nov	Dec	YTD	2014 Budget	Variance
Donations	235.00	60.00	183.00	7,821.00	\$ 8,000.00	(179.00)
Other				5,000.00		5,000.00
Golf Tournament						-
In	250.00	775.00	400.00	26,810.00		26,810.00
Out		-		13,417.55		13,417.55
Sub Total Golf	250.00	775.00	400.00	13,392.45	\$ 15,000.00	(1,607.55)
TOTAL INCOME	485.00	835.00	583.00	26,213.45	\$ 23,000.00	3,213.45
OUTFLOWS						
Charity						
Wounded Warrior		8,415.00		8,415.00	\$ 10,500.00	(2,085.00)
Red Cross			500.00	500.00	\$ 500.00	-
Undesignated Charities				100.00	\$ 200.00	(100.00)
VA Hospice					\$ 300.00	
Total	-	8,415.00	500.00	9,015.00	\$ 11,500.00	(2,485.00)
Scholarships						
Col Torrey	2,500.00			2,500.00	\$ 2,500.00	-
Gen Herring (JROTC)				2,500.00	\$ 2,500.00	-
Col McCarthy (JROTC)				2,500.00	\$ 2,500.00	-
LtCol & Mrs. Marvin (Chapter)				2,500.00	\$ 2,500.00	-
ROTC Army						
ROTC Air Force						
ROTC Navy						
ROTC Marine				2,500.00	\$ 2,500.00	-
Total	2,500.00	-	-	12,500.00	\$ 12,500.00	-
TOTAL OUTFLOW	2,500.00	8,415.00	500.00	21,515.00	\$ 24,000.00	(2,485.00)
Decrease/Increase	(2,015.00)	(7,580.00)	83.00	4,698.45	\$ (1,000.00)	5,698.45

Operating Account – Inflow:

	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>	<u>YTD</u>	<u>2014 Budget</u>	<u>Variance</u>
Membership Dues						
MOAA National				\$4,370.00	\$ 3,000	\$1,370.00
New Aux				\$0.00	\$ -	\$0.00
New Retired	15.00			\$145.00	\$ -	\$145.00
New Active Duty				\$25.00	\$ -	\$25.00
New Former				\$0.00	\$ -	\$0.00
Renewal Aux	30.00		60.00	\$1,155.00	\$ 1,500	-\$345.00
Renewal Retired	310.00	405.00	675.00	\$9,755.00	\$ 8,000	\$1,755.00
Renewal Active Duty	90.00	90.00	115.00	\$785.00	\$ 800	-\$15.00
Renewal Former					\$ -	\$0.00
Total	\$445.00	\$495.00	\$850.00	\$16,235.00	\$ 13,300	\$2,935.00
Non-Dues Revenue						
CFC						
Trip Rewards		165.48		\$1,623.28	\$ -	\$1,623.28
Golf Tournament	1,356.46			\$1,356.46		
Shirt Sales				\$0.00	\$ -	\$0.00
Merchandise		30.00		\$241.00	\$ -	\$241.00
Advertising Lariat		1,620.00		\$17,710.00	\$ 18,000	-\$290.00
Corporate Partnership				\$600.00	\$ 1,000	-\$400.00
Donations to Chapter	40.00	747.00	895.00	\$6,782.00	\$ 4,000	\$2,782.00
Donations to Outreach	60.00	183.00	375.00	\$6,545.00	\$ 8,000	-\$1,455.00
Social Events	695.00	2,260.00	1,260.00	\$15,823.00	\$ 12,500	\$3,323.00
Total	\$ 2,151.46	\$ 5,005.48	\$ 2,530.00	\$50,680.74	\$ 43,500	\$7,180.74
TOTAL INCOME	\$2,596.46	\$5,500.48	\$3,380.00	\$66,915.74	\$ 56,800	\$10,115.74

Operating Account – Outflow:

<u>Category</u>	<u>Nov</u>	<u>Dec</u>	<u>YTD</u>	<u>2014 Budget</u>	<u>Variance</u>
Bank Charge/Int			63.78	\$ 100	36.22
Board & Staff Mtg			200.00	\$ 50	(150.00)
Building Costs (rent)			-	\$ -	-
Copier Mntrn Agreement			390.00	\$ 400	10.00
Square Service Fee	11.74	26.40	245.03	\$ 400	154.97
PayPal Service Fee	17.08	28.64	470.61	\$ 200	(270.61)
D&O Insurance			558.00	\$ 500	(58.00)
Dues & Subscription			1,163.20	\$ 1,400	236.80
Focus/Advisory Groups			-	\$ -	-
Independent Contr	1,158.32	2,237.48	14,399.84	\$ 13,900	(499.84)
Lariat Postage		800.00	3,000.00	\$ 3,000	-
Lariat Printing	977.04	489.75	7,810.79	\$ 8,500	689.21
Liability Insurance			425.00	\$ 500	75.00
Marketing			828.58	\$ 100	(728.58)
Membership Recruiting		50.00	100.00	\$ 300	200.00
Miscellaneous			-	\$ 100	100.00
Office	505.86	216.26	2,212.54	\$ 2,300	87.46
Personal Affairs			-	\$ -	-
Postage & Delivery	246.85		1,535.48	\$ 1,250	(285.48)
ROTC			316.25	\$ 200	(116.25)
Satellite Chapters			216.10	\$ 300	83.90
Social Events	1,997.96	2,136.02	16,249.29	\$ 12,500	(3,749.29)
Solitaires			35.10	\$ 125	89.90
Special Activities			600.00	\$ 600	-
Telephone	125.83		1,469.48	\$ 1,800	330.52
Trans To Outreach	60.00	3,788.00	11,426.00	\$ 8,000	(3,426.00)
Volunteer Recogn			-	\$ 100	100.00
					-
TOTAL OUTFLOWS	5,100.68	9,772.55	63,715.07	\$ 56,625	(7,090.07)
Surplus/(Deficit)	399.80	(6,392.55)	3,200.67	175.00	3,025.67

1/8/15	Three Year Comparison		
Outreach Account - December			
INCOME	2014 YTD	2013 YTD	2012 YTD
Donations	\$ 7,821.00	\$ 7,527.22	\$ 6,078.14
Other	\$ 5,000.00	\$ 1,000.00	\$ -
Golf Tournament			
In	\$26,810.00	\$26,410.00	\$13,135.00
Out	\$13,417.55	\$12,803.45	\$ 3,932.57
Sub Total Golf	\$13,392.45	\$13,606.55	\$ 9,202.43
TOTAL INCOME	\$26,213.45	\$22,133.77	\$15,280.57
OUTFLOWS			
Charity			
Wounded Warrior	\$ 8,415.00	\$ -	\$ 4,150.00
Red Cross	\$ 500.00	\$ 500.00	\$ 500.00
Undesignated Charities	\$ 100.00	\$ 200.00	\$ 275.00
Total	\$ 9,015.00	\$ 700.00	\$ 4,925.00
Scholarships			
Torrey 2K	\$ 2,500.00	\$ 2,000.00	\$ -
Torrey 2K	n/a	\$ 2,000.00	\$ 1,000.00
Gen Herring (JROTC #1)	\$ 2,500.00	\$ 2,000.00	\$ 2,000.00
McCarthy (JROTC #2)	\$ 2,500.00	\$ 2,000.00	\$ -
Marvin (Chapter)	\$ 2,500.00	\$ 2,000.00	\$ 2,000.00
JROTC #3	\$ 2,500.00	\$ 1,000.00	\$ -
Last Yrs Torrey	n/a	\$ 2,000.00	\$ -
Total	\$12,500.00	\$13,000.00	\$ 5,000.00
TOTAL OUTFLOW	\$21,515.00	\$13,700.00	\$ 9,925.00
Decrease/Increase	\$ 4,698.45	\$ 8,433.77	\$ 5,355.57

01/08/15	Three Year Comparison		
Operations - Inflow - December			
	2014 YTD	2013 YTD	2012 YTD
Membership Dues			
MOAA National	\$ 4,370.00	\$ 4,180.00	\$ 4,149.00
New Aux		\$ -	\$ 30.00
New Retired	\$ 145.00	\$ 131.28	\$ 44.32
New Active Duty	\$ 25.00	\$ 25.00	\$ -
New Former		\$ -	\$ 14.32
Renewal Aux	\$ 1,155.00	\$ 1,553.53	\$ 1,416.18
Renewal Retired	\$ 9,755.00	\$ 9,337.09	\$ 7,793.97
Renewal Active Duty	\$ 785.00	\$ 1,001.91	\$ 492.61
Renewal Former		\$ 25.00	\$ -
Total	\$16,235.00	\$ 16,253.81	\$ 13,940.40
Non-Dues Revenue			
Interest		\$ -	\$ -
Trip Rewards	\$ 1,623.28	\$ 824.64	\$ -
Shirt Sales		\$ 100.00	\$ -
Merchandise	\$ 241.00	\$ 227.00	\$ -
Advertising Lariat	\$17,710.00	\$ 15,870.00	\$ 15,870.00
Corporate Partnership	\$ 600.00	\$ 896.35	\$ 896.35
Donations to Chapter	\$ 6,782.00	\$ 4,957.55	\$ 2,981.95
Donations to Outreach	\$ 6,545.00	\$ 10,298.22	\$ 5,916.39
Golf Tournament	\$ 1,356.46	\$ -	\$ -
Social Events	\$15,823.00	\$ 13,507.67	\$ 12,706.15
Total	\$50,680.74	\$ 46,681.43	\$ 38,370.84
TOTAL INCOME	\$66,915.74	\$ 62,935.24	\$ 52,311.24

1/8/15		Three Year Comparison	
Operations - Outflow - December			
Category	2014 YTD	2013 YTD	2012 YTD
Bank Charge/Int	\$ 63.78	\$ 71.47	\$ 49.10
Board & Staff Mtg	\$ 200.00	\$ 39.74	\$ -
Copier Mntrn Agreement	\$ 390.00	\$ 390.00	\$ -
Credit Card Fee Square	\$ 245.03	\$ 375.59	\$ -
Credit Card Fee PayPal	\$ 470.61	\$ 124.19	\$ -
D&O Insurance	\$ 558.00	\$ 527.00	\$ 477.00
Dues & Subscription	\$ 1,163.20	\$ 1,058.20	\$ 557.20
Focus/Advisory Groups		\$ -	\$ -
Independent Contr	\$ 14,399.84	\$ 14,000.00	\$ 13,150.00
Lariat Postage	\$ 3,000.00	\$ 3,190.00	\$ 2,800.00
Lariat Printing	\$ 7,810.79	\$ 8,759.35	\$ 8,306.46
Liability Insurance	\$ 425.00	\$ 425.00	\$ 425.00
Marketing	\$ 828.58	\$ 13.00	\$ -
Membership Recruiting	\$ 100.00	\$ 150.00	\$ 1,805.00
Miscellaneous		\$ 142.00	\$ -
Office	\$ 2,212.54	\$ 3,587.09	\$ 2,275.34
Personal Affairs		\$ -	\$ -
Postage & Delivery	\$ 1,535.48	\$ 986.95	\$ 1,102.00
ROTC	\$ 316.25	\$ 187.35	\$ 183.83
Satellite Chapters	\$ 216.10		
Social Events	\$ 16,249.29	\$ 13,401.97	\$ 12,318.21
Solitaires	\$ 35.10	\$ -	\$ -
Special Activities	\$ 600.00	\$ 599.72	\$ -
Telephone	\$ 1,469.48	\$ 1,855.87	\$ 1,255.73
Trans To Outreach	\$ 11,426.00	\$ 8,507.22	\$ 6,006.19
Volunteer Recogn		\$ -	\$ -
TOTAL OUTFLOWS	\$63,715.07	\$58,391.71	\$50,711.06

2015 Budget

Outreach	
<u>INCOME</u>	<u>2015 Budget</u>
Donations	\$ 7,000.00
Other	\$ -
Golf Tournament	
In	
Out	
Sub Total Golf	\$ 14,000.00
TOTAL INCOME	21,000.00
OUTFLOWS	
Charity	
Wounded Warrior	\$ 9,000.00
Red Cross	\$ -
Undesignated Charities	\$ 200.00
VA Hospice	\$ -
Total	\$ 9,200.00
Scholarships	
Col Torrey	\$ 2,500.00
Gen Herring (JROTC)	\$ 2,500.00
Col McCarthy (JROTC)	\$ 2,500.00
LtCol & Mrs. Marvin (Chapter)	\$ 2,500.00
ROTC Army	\$ 1,000.00
ROTC Air Force	\$ 1,000.00
ROTC Navy	\$ 1,000.00
ROTC Marine	\$ 1,000.00
Total	\$ 14,000.00
TOTAL OUTFLOW	\$ 23,200.00
Decrease/Increase	(2,200.00)

Inflows	<u>2015 Budget</u>
Membership Dues	
MOAA National	\$3,000.00
New Aux	\$0.00
New Retired	\$0.00
New Active Duty	\$0.00
New Former	\$0.00
Renewal Aux	\$1,200.00
Renewal Retired	\$9,000.00
Renewal Active Duty	\$800.00
Renewal Former	\$0.00
Total	\$14,000.00
Non-Dues Revenue	
CFC	\$0.00
Trip Rewards	\$1,000.00
Golf Tournament	\$1,300.00
Shirt Sales	\$0.00
Merchandise	\$0.00
Advertising Lariat	\$19,000.00
Corporate Partnership	\$1,500.00
Donations to Chapter	\$6,000.00
Donations to Outreach	\$7,000.00
Social Events	\$16,000.00
Total	\$51,800.00
TOTAL INCOME	\$65,800.00

<u>Outflows</u>	<u>2015 Budget</u>
Bank Charge/Int	100.00
Board & Staff Mtg	-
Building Costs (rent)	2,400.00
Copier Mntrn Agreement	400.00
Square Service Fee	300.00
PayPal Service Fee	500.00
D&O Insurance	600.00
Dues & Subscription	1,200.00
Focus/Advisory Groups	-
Independent Contr	14,300.00
Lariat Postage	3,000.00
Lariat Printing	8,500.00
Liability Insurance	500.00
Marketing	1,000.00
Membership Recruiting	100.00
Miscellaneous	100.00
Office	2,300.00
Personal Affairs	-
Postage & Delivery	1,750.00
ROTC	350.00
Satellite Chapters	300.00
Social Events	16,000.00
Solitaires	100.00
Special Activities	1,200.00
Telephone	1,800.00
Trans To Outreach	7,000.00
Volunteer Recogn	100.00
TOTAL OUTFLOWS	63,900.00
Surplus/(Deficit)	1,900.00

In the 2015 Budget notable changes were the addition of 3 College level ROTC scholarships at \$1,000 each. Also added was an inflow category for the Combined Federal Campaign that we hope to be involved in this year. In 2014 accounting inflow was \$10k to the good because of monies from MOAA national and the generosity of our members.

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

Vice President Administration: Jim Webb – Absent. Col Peter Hunt advised he and Jim Webb will be emailing all 120+ high school JROTC units plus the local ROTC colleges units to advise them of the scholarships and request information on their award presentations. May take the most recent MOAA national Prospect list and recruit presenters from there.

VP Membership: LTC Randy Hoff – Provided the Top Ten MOAA Goals. Reviewed the Membership chart: Active Duty 367, Auxiliary 203, Former 25, Retired 843 for a total of 1438 members. May not make the 1700 goal this year due to retention issues. No solution currently in play. Ed Marvin suggested the Active Duty are more interested in the bottom line e.g. Tricare. Bill Knehans remembered a tri-fold advising what should be considered at each stage of the military career and suggested a similar approach with renewal notices. Fred Koechley was tasked with finding a replacement display board. Thanked Mac McDonald, Jim Cunningham, Frank Rohrbough, Barbara Ramsey, David Patrick and Dave Padden for their help with recruiting this past year. Nationally the Alamo chapter was the number 1 recruiter. The next Extravaganza will be on Jan 27th.

VP Programs: (Open) – Still need speaker for February – perhaps Kevin Wolfe? Jim to contact Sig Christenson to see if he would moderate a panel of the mayoral candidates for the March meeting, and perhaps have the luncheon in conjunction with AUSA. MOAA Board Chair Tony Robertson would be a good speaker for Scholarship or Blue Skies luncheon.

Buddy Program Status – No updates.

Task Review – Reviewed items remaining on task list. Removed Virtual job fair. Kerry Reyna to contact Janice regarding Historian annual summary. Peter to provide Jim with his and Jim Webb's availability to enable a meeting with them and the new ROTC Commander.

Scorecard Review – reviewed revised 2015 priorities. Priority #1: included retention of key volunteers, increase advertising & marketing of the chapter. Build a speaker's bureau. Recruit spouses for key staff positions. Priority #2: New. Leadership succession planning. Priority #3: Continuing building & sustaining Community Partnerships. Priority #4: Increase revenue through advertising from small businesses – focusing on business card size ads, and joint mail outs with corporate partners. Priority #5: Improve legislative program spearheaded by Robert Blake.

Staff Reports

Advertising Coordinator: (Open). No report.

Volunteer Coordinator: LTC Jerry Gonzales – Absent. Per Jim Cunningham Jerry is collecting and placing volunteers with other agencies as well as with MOAA-AC.

Solitaires: Pat Shecter – Absent. Luncheon yesterday had a moderate attendance.

VP Personal Affairs: Col Stu Myers – One regular member death from mid December. Obits seem expensive and are running behind.

Consultant: Maj Len Mull – Will be updating the Quarterfold in the next few days.

Chaplain: Chaplain Taylor – Absent. No report.

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

VP Legislative Affairs: LTC Robert Blake – Has spoken with 9 legislators to date and several others are pending. The Texas legislature goes into session on Jan 13th. Lamar Smith said he would support any veteran proposed legislation.

MOAA National Update: Ed Marvin – The Retirement Modernization and Compensation Act Report is due out in February and will determine MOAA's priorities at the upcoming Storming The Hill. New MOAA Board Chairman Tony Robertson has requested all Board members be actively involved in their local chapter and Councils.

VP Logistics: LtCol Fred Koechley – No report.

Duty Officer: Col Irene Collier – Bill Polasek returns next week.

Editor/VGSAA Rep: Col Kerry Green – Absent. No report. Copy of latest VGSAA minutes attached.

Webmaster: Col Bill Hudson – Absent. Nothing to report.

Administration: Trish Meserve – Reviewed calendar. Received Certificate of Thanks from WFSC for our donation. 8 members reached the age of 90 and therefore do not have to pay dues. January renewals and Lifers request for donation bring sent out this week. Roster has been submitted to MOAA national in order to qualify for the \$50 incentive pay. Condolences offered to Duty Office Jim Cuskey whose son recently passed. Received very nice donation from Ed Marvin as well as \$250 from a Jim Signaigo, a non member.

Historian: LTC Kerry Reyna - No report.

ARC Satellite Chapter: MG Chuck Honore – Absent. No report.

Scholarship: Col Peter Hunt – Nothing additional to report.

Transition Liaison Officer: LtCol Kitty Meyers – Involved in many events during December Job Fair, Bexar Co Women's Expo, ETAP. Upcoming include a SAHRMA meeting on Feb 10 and Job Fair on March 19.

Special Activities Representative: Susie Tolman – Boxes for the VA decorations have disappeared. Jim to call James Chandler to see if they were placed in locked storage.

Blue Skies Satellite: CAPT Bill Knehans – Will include issues being presented to the Texas Legislature in the Blue Skies article he writes. Upcoming luncheon info is being broadcast on the Blue Skies TV, every 5 minutes 24/7. Has a copy of current Welcome letter and will use it as a basis to a welcome letter to new Blue Sky residents. Blue Sky MOAA member luncheon scheduled for Feb 17th with Barbara Ramsey as speaker. The Sky lounge is reserved for the April 23 Chapter luncheon, and should receive menus next week.

Old Business:

Relocation: Red Cross scheduled to vacate the building on Jan 16. An inspection is planned for Monday 12th. We currently have 3 options:

- 1) Stay and possibly co-locate with ESGR and AUSA
- 2) David Patrick and Ron Hannan assisting with possible space at a Broadway Bank location on Ft Sam or on Loop 410
- 3) Army North is proposing a building of non profits (Army Resiliency) and we may be able to relocate there.

New Business:

- 1) Texas Veterans Summit planned for Feb 4 where VSO's and state legislature come together to share information
- 2) Advocating in Austin set for Feb 25 & 26. Special room rate at University La Quinta for \$67.50 per night. More details will be in the February Lariat.
- 3) Texas Veterans Commission Job fair at Freeman Coliseum March 19

MEETING ADJOURNED at 11:47pm.

Next Board meeting Wednesday, Jan 14th at 1pm
Next staff meeting scheduled for Thursday, February 5th at 10am.



Col David Patrick, USAF (Ret), Secretary