

MILITARY OFFICERS ASSOCIATION OF AMERICA

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

MINUTES OF STAFF MEETING

Thursday, Feb 6, 2014

Meeting was called to order by President Jim Cunningham at 0910 hrs. A quorum was present and acting throughout the meeting.

Attendees: Col Irene Collier, Col Janice Edgerson, Col Kerry Green, CAPT Bill Knehans, Col David Patrick, LTC Jerry Gonzales, LTC Randy Hoff, LTC Jim Webb, MAJ Jim Cunningham, Trish Meserve.

Invocation given and pledge led by Jim Cunningham.

Additions to the agenda: a) Staff Meeting Start Time
b) Chapter Volunteer of the Year

Secretary: Col David Patrick - Minutes from January were reviewed and approved for filing.

President: Maj Jim Cunningham

The chapter is actively participating in the San Antonio Military Job Fair and Veterans Village on March 20 at the Freeman Coliseum, Exhibit Hall A from 9-3pm. Chapter is also involved in the 8TH Annual Spouse Symposium hosted by MOAA on Feb 12 at the Pearl. A reception is being held on Feb 11 6-8pm at La Quinta and the Symposium is at the Pearl beginning at 9am on Feb 12. Registration opens at 8:15am.

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

Outreach Account:

<u>INCOME</u>	<u>January</u>	<u>February</u>	<u>March</u>	<u>YTD</u>	<u>2014 Budget</u>	<u>Variance</u>
Donations	1,771.00			1,771.00	\$ 8,000.00	(6,229.00)
Other				-		-
Golf Tournament						-
In				-		-
Out				-		-
Sub Total Golf	-	-	-	-	\$ 15,000.00	(15,000.00)
TOTAL INCOME	1,771.00	-	-	1,771.00	\$ 23,000.00	(21,229.00)
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<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)
JROTC #3					\$ 2,500.00	(2,500.00)
Marvin (Chapter)					\$ 2,500.00	(2,500.00)
Total	-	-	-	-	\$ 12,500.00	(12,500.00)
TOTAL OUTFLOW	0.00	0.00	0.00	0.00	\$ 24,000.00	(24,000.00)
Decrease/Increase	1,771.00	-	-	1,771.00	\$ (1,000.00)	2,771.00

Operating Account – Income:

	<u>January</u>	<u>February</u>	<u>March</u>	<u>YTD</u>	<u>2014 Budget</u>	<u>Variance</u>
Membership Dues						
MOAA National	4,120.00			\$4,120.00	\$ 3,000	\$1,120.00
New Aux				\$0.00	\$ -	\$0.00
New Retired	50.00			\$50.00	\$ -	\$50.00
New Active Duty				\$0.00	\$ -	\$0.00
New Former				\$0.00	\$ -	\$0.00
Renewal Aux	585.00			\$585.00	\$ 1,500	-\$915.00
Renewal Retired	2,920.00			\$2,920.00	\$ 8,000	-\$5,080.00
Renewal Active Duty				\$0.00	\$ 800	-\$800.00
Renewal Former				\$0.00	\$ -	\$0.00
Total	\$ 7,675.00	\$ -	\$0.00	\$7,675.00	\$ 13,300	-\$5,625.00
Non-Dues Revenue						
Trip Rewards				\$0.00	\$ -	\$0.00
Shirt Sales				\$0.00	\$ -	\$0.00
Merchandise	70.00			\$70.00	\$ -	\$70.00
Advertising Lariat				\$0.00	\$ 18,000	-\$18,000.00
Corporate Partnership				\$0.00	\$ 1,000	-\$1,000.00
Donations to Chapter	1,955.00			\$1,955.00	\$ 4,000	-\$2,045.00
Donations to Outreach	2,730.00			\$2,730.00	\$ 8,000	-\$5,270.00
Golf Tournament				\$0.00	\$ 1,500	-\$1,500.00
Social Events	2,010.00			\$2,010.00	\$ 12,500	-\$10,490.00
Total	\$ 6,765.00	\$ -	\$ -	\$6,765.00	\$ 45,000	-\$38,235.00
TOTAL INCOME	\$14,440.00	\$0.00	\$0.00	\$14,440.00	\$ 58,300	-\$43,860.00

Operating Account – Outflows:

<u>Category</u>	<u>January</u>	<u>February</u>	<u>March</u>	<u>YTD</u>	<u>2014 Budget</u>	<u>Variance</u>
Bank Charge/Int				-	\$ 100	100.00
Board & Staff Mtg				-	\$ 50	50.00
Copier Mntn Agreement				-	\$ 400	400.00
Square Service Fee	43.61			43.61	\$ 400	356.39
PayPal Service Fee	36.41			36.41	\$ 200	163.59
D&O Insurance				-	\$ 500	500.00
Dues & Subscription	527.00			527.00	\$ 1,400	873.00
Focus/Advisory Groups				-	\$ -	-
Independent Contr	579.16			579.16	\$ 13,900	13,320.84
Lariat Postage	200.00			200.00	\$ 3,000	2,800.00
Lariat Printing	537.65			537.65	\$ 8,500	7,962.35
Liability Insurance				-	\$ 500	500.00
Marketing				-	\$ 100	100.00
Membership Recruiting				-	\$ 300	300.00
Miscellaneous				-	\$ 100	100.00
Office	107.04			107.04	\$ 2,300	2,192.96
Personal Affairs				-	\$ -	-
Postage & Delivery	377.58			377.58	\$ 1,250	872.42
ROTC				-	\$ 200	200.00
Satellite Chapters				-	\$ 300	300.00
Social Events	1,743.18			1,743.18	\$ 12,500	10,756.82
Solitaires				-	\$ 125	125.00
Special Activities				-	\$ 600	600.00
Telephone	143.02			143.02	\$ 1,800	1,656.98
Trans To Outreach	1,771.00			1,771.00	\$ 8,000	6,229.00
Volunteer Recogn				-	\$ 100	100.00
TOTAL OUTFLOWS	6,065.65	-	-	6,065.65	\$ 56,625	50,559.35
Surplus/(Deficit)	8,374.35	-	-	8,374.35	1,675.00	6,699.35

Reserve Balances:

Outreach	
RBFCU	
Savings	\$306.77
Money Market	\$15,979.16
Checking	\$8,676.63
Certificates	\$9,327.76
Total	\$34,290.32
Chapter Operations	
Broadway	\$21,594.02
USAA	15,802.96
Total	\$37,396.98

Executive VP Operations: LTC Bill Goforth – Absent. Attended General Horoho’s Winter Reception as the Alamo Chapter representative. As the Commanding General of the US Medical Command there were many other Generals and local dignitaries present and Bill networked and spread the MOAA Alamo Chapter name.

Vice President Administration: LTC Jim Webb – Will send out all JROTC packets before scheduled shoulder surgery at the end of February. Is meeting with Peter Hunt who works with Air Force Sr ROTC and hopes to obtain the Air Force JROTC listings of area high school units. Currently have added 25 High Schools from the Valley using the Army JROTC list so our catchment area will be close to 90 High Schools this coming awards season. Medals have been ordered from MOAA national. JimW has also contacted the local universities to get the number of expected commissionees for the Gold Bar program.

VP Membership: LTC Randy Hoff – Reviewed Membership chart: Active Duty 408, Auxiliary 217, Former 16, Retired 835 for a total of 1476 members.
Thanked Mac McDonald for helping him at the most recent Extravaganza which will be held quarterly.

VP Programs: (Open) – Next luncheon is Feb 27 with Matthew Hall, Field Representative for Pete Gallego member of the Texas House Armed Services Committee. Senator Leticia Van de Putte will be featured in March and speak to her involvement in the Veterans Affairs & Military Installations Committee. It will not be a political platform for her race for Lt Govenor. Need a speaker for April and May.
Jim C to contact Ft Sam Golf Club to change Christmas Party from Thurs Dec 11 to Fri Dec 5.

Buddy Program Status – No updates.

Task Review

Updates were given by the points of contact:

Coins are on their way, initial batch of 100 costs 500 which includes set up fee. Will sell for \$5.

AFV Wine & Cheese evening scheduled. Item complete and will be removed.

AFV meeting of Solitaires is a work in progress.

Both Jim Cunningham and David Patrick have attended meetings with new Bexar County Veteran Services officer Queta Martinez. Completed and item will be closed.

There are no Army ROTC units in Kerrville area, will await AF listing before closing this item.

Trish sent pics to Janice so item will closed.

Scorecard Review – Reviewed and will be presented at the next Board meeting on Feb 18.

Staff Reports

Duty Officer: Col Irene Collier – Nothing to report.

Editor/VGSAA Rep: Col Kerry Green – No report other than providing VGSAA minutes..

Webmaster: Col Bill Hudson – David working with Bill to determine how to best include a link to donate when members join or renew on line.

Administration: Trish Meserve – Requested calendar updates. Advised will be taking 2 week vacation mid to end May.

Historian: Col Janice Edgerson – No report except to suggest the set up of the room should be to set the speaker podium along the inner wall and not against the windows to faciitate easier viewing and picture taking.

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

Transition Liaison Officer: Col David Patrick – ETAP program has been reinstated, signed up 19 new members last week.

Special Activities Representative: Susie Tolman – Absent. No report.

AFV Satellite: CAPT Bill Knehans – Held wine & cheese event on Jan 22nd at AFV I. Invited 10 residents who had shown an interest in recruiting. Goal is to combine the villages and develop a steering committee to oversee recruitment. Will hold similar event in AFV II on Feb 19th. The new director of Resident Services at AFV I is Colonel Dave Anderson. His counterpart in AFV II is Lori DeWitt. Hope to set up recruiting table over lunch periods for 3 days at both AFV I & II. MOAA national lists have 100 and 200 members in AFV I and AFV II respectively. Asked about contributing to the Employee Appreciation fund when functions are held there. Jim to discuss with Bill offline.

Advertising Coordinator: (Open). Have been approached by the advertising agency for the Texas Land Board.

Volunteer Coordinator: (Open).

Solitaires: Pat Shecter – Absent. Irene Collier advised a Wine & Cheese evening was recently held at Independence Hill but turn out was low. Next function is the Rackspace tour on Feb 13th. So far 14 have signed up.

VP Personal Affairs: Col Stu Myers – Absent. Reported 2 retiree deaths in January.

Chaplain: Chaplain Taylor – Absent. No report.

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

VP Legislative Affairs: Col Al Cote – Absent. No report.

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

VP Logistics: LtCol Fred Koechley – Absent. No report.

Old Business:

- 1) Red Cross Bldg. Richard Rodriguez looking for credible contractors to submit bids, so far only one.

New Business:

- 1) Staff Meeting Time – David Patrick. Proposed staff meetings to begin one hour later at 10am from this day forward. Unanimously approved.
- 2) Chapter Volunteer of the Year – Jim Cunningham. Discussion was held regarding the Ft Sam Volunteer Services and United Way Chapter Volunteer of the Year. Unanimously this year's nominee will be Chaplain Taylor.

MEETING ADJOURNED at 10:31am.

Next Board meeting Tue, Feb 18th @10am.

Next regular staff meeting scheduled for Thursday, Mar 6th at MOAA-AC Offices at **10am**.



Col David Patrick, USAF (Ret), Secretary