

# MILITARY OFFICERS ASSOCIATION OF AMERICA

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

## MINUTES OF STAFF MEETING Thursday, March 3, 2016

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 Kerry Green, Col Peter Hunt, Col Stu Myers, Col David Patrick, LTC Bob Blake, LTC Randy Hoff, LtCol Ed Marvin, LtCol Kitty Meyers, LTC Chuck Poole, LTC Jim Webb, Maj Fernando Carreon, MAJ Jim Cunningham, Pat Shecter, Susie Tolman, Trish Meserve.

Invocation and pledge led by Jim Cunningham.

**Additions to the agenda:** 1) Media Kit Review, 2) Association Management

**Secretary:** Col David Patrick – Minutes from the February meeting were reviewed and approved for filing.

**Treasurer:** Vaughn Caudill – absent. David Patrick reviewed the February financials.

### Outreach Account:

INCOME	January	February	March	April	May	June	July	August	September	Oct	Nov	Dec	YTD	2016 Budget	Variance
Donations	2,025.00	1,515.00											3,540.00	\$ 7,000.00	(3,460.00)
Other													-		-
Golf Tournament													-		-
In													-		-
Out													-		-
Sub Total Golf	-	-	-	-	-	-	-	-	-	-	-	-	-	\$ 15,000.00	(15,000.00)
<b>TOTAL INCOME</b>	<b>2,025.00</b>	<b>1,515.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3,540.00</b>	<b>\$ 22,000.00</b>	<b>(18,460.00)</b>
<b>OUTFLOWS</b>															
Charity															
Wounded Warrior													-	\$ 7,500.00	(7,500.00)
MOAA Heritage													-	\$ 125.00	(125.00)
Undesignated Charities													-	\$ -	-
Total	-	-	-	-	-	-	-	-	-	-	-	-	-	\$ 7,625.00	(7,625.00)
Scholarships															
Col Torrey													-	\$ 2,500.00	(2,500.00)
Gen Herring (JROTC)													-	\$ 500.00	(500.00)
Col McCarthy (JROTC)													-	\$ 500.00	(500.00)
Chapter													-	\$ 500.00	(500.00)
ROTC Army													-	\$ 9,000.00	-
ROTC AF (LtCol Ed & Ruby Marvin)													-	\$ 2,000.00	-
Total	-	-	-	-	-	-	-	-	-	-	-	-	-	\$ 15,000.00	(15,000.00)
<b>TOTAL OUTFLOW</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>\$ 22,625.00</b>	<b>(22,625.00)</b>
Decrease/Increase	2,025.00	1,515.00	-	-	-	-	-	-	-	-	-	-	3,540.00	\$ (625.00)	4,165.00

### Operating Account – Inflow:

	January	February	March	April	May	June	July	August	September	Oct	Nov	Dec	YTD	2016 Budget	Variance
<b>Membership Dues</b>															
MOAA National		480.00											\$480.00	\$ 3,000	-\$2,520.00
New Aux													\$0.00	\$ -	\$0.00
New Retired		15.00											\$15.00	\$ -	\$15.00
New Active Duty		15.00											\$15.00	\$ -	\$15.00
New Former		25.00											\$25.00	\$ -	\$25.00
Renewal Aux	420.00	180.00											\$600.00	\$ 1,200	-\$600.00
Renewal Retired	2,460.00	1,115.00											\$3,575.00	\$ 8,000	-\$4,425.00
Renewal Active Duty	30.00	70.00											\$100.00	\$ 700	-\$600.00
Renewal Former													\$0.00	\$ -	\$0.00
Total	\$ 2,910.00	\$ 1,900.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,810.00	\$ 12,900	-\$8,090.00
<b>Non-Dues Revenue</b>															
CFC													\$0.00	\$ -	\$ -
Trip Rewards	373.80	-											\$373.80	\$ -	-\$373.80
Golf Tournament													\$0.00	\$ 1,700	\$ -
Shirt Sales													\$0.00	\$ -	\$0.00
Merchandise	105.00	10.00											\$115.00	\$ 120	-\$5.00
Advertising Lanat		175.00											\$175.00	\$ 19,000	-\$18,825.00
Corporate Partnership	100.00												\$100.00	\$ 1,000	-\$900.00
Donations to Chapter	860.00	870.00											\$1,730.00	\$ 5,000	-\$3,270.00
Donations to Outreach	1,515.00	1,155.00											\$2,670.00	\$ 7,000	-\$4,330.00
Social Events	1,950.00	1,225.00											\$3,175.00	\$ 15,000	-\$11,825.00
Total	\$ 4,903.80	\$ 3,435.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$8,338.80	\$ 48,820	-\$40,481.20
<b>TOTAL INCOME</b>	<b>\$7,813.80</b>	<b>\$5,335.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$13,148.80</b>	<b>\$ 61,720</b>	<b>-\$48,571.20</b>

**Operating Account – Outflow:**

Category	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD	2016 Budget	Variance
Bank Charge/Int	56.80												56.80	\$ 100	43.20
Board & Staff Mtg													-	\$ -	-
Building Costs (rent)													-	\$ 1,200	1,200.00
Copier Mntrn Agreement													-	\$ 400	400.00
Square Service Fee	32.52	15.82											48.34	\$ 400	351.66
PayPal Service Fee	41.75	26.96											68.71	\$ 500	431.29
D&O Insurance													-	\$ 650	650.00
Dues & Subscription	586.00												586.00	\$ 1,350	764.00
Golf Tournament Contr													-	\$ 500	500.00
Independent Contr	1,209.38	1,227.08											2,436.46	\$ 14,725	12,288.54
Lariat Postage	225.00												225.00	\$ 3,000	2,775.00
Lariat Printing	463.64	332.74											796.38	\$ 8,000	7,203.62
Liability Insurance		425.00											425.00	\$ 500	75.00
Marketing													-	\$ 1,000	1,000.00
Membership Recruiting													-	\$ 100	100.00
Miscellaneous (Move)													-	\$ 100	100.00
Office	326.39	148.37											474.76	\$ 2,300	1,825.24
Personal Affairs													-	\$ -	-
Postage & Delivery	196.00												196.00	\$ 1,900	1,704.00
ROTC													-	\$ 350	350.00
Satellite Chapters													-	\$ -	-
Social Events		2,793.18											2,793.18	\$ 15,000	12,206.82
Solitaires													-	\$ 100	100.00
Special Activities													-	\$ 1,200	1,200.00
Telephone		632.18											632.18	\$ 1,800	1,167.82
Trans To Outreach	2,025.00	1,515.00											3,540.00	\$ 7,000	3,460.00
Volunteer Recogn													-	\$ 100	100.00
													-	\$ -	-
<b>TOTAL OUTFLOWS</b>	<b>5,162.48</b>	<b>7,116.33</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>12,278.81</b>	<b>\$ 62,275</b>	<b>49,995.19</b>
<b>Surplus/(Deficit)</b>	<b>2,651.32</b>	<b>(1,781.33)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>869.99</b>	<b>(555.00)</b>	<b>1,424.99</b>

**Reserve Balances & Social Events:**

	Jan	Feb	March	April	May	June	July	Aug	Sep	Oct	Nov	Dec	
Outreach													
RBFCU													
Savings	\$ 7.90	\$ 7.90											
Money Market	\$19,994.40	\$21,516.07											
Checking	\$ 108.48	\$ 108.48											
Certificates	\$ 9,512.15	\$ 9,520.75											
Total	\$29,622.93	\$31,153.20	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Chapter Operations													
Broadway	\$34,677.88	\$39,689.95											
USAA	\$16,047.93	\$16,057.58											
Total	\$50,725.81	\$55,747.53	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Job Fair In	\$ 870.87	\$ 7,544.84											
Job Fair Out	\$ 227.27	\$ 108.36											
Balance to be transferred	\$ 643.60	\$ 7,436.48	\$ -	\$ -	\$ -								
Social Events													YTD
Income	\$1,975.00	\$1,200.00											\$3,175.00
Outgo	\$1,855.62	\$937.56											\$2,793.18
Variance	\$119.38	\$262.44	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$381.82

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

**Vice President Administration/ROTC:** Jim Webb - Has received all the certificates and will mail out all awards early next week, in case he has to leave town for a family emergency. First ceremony is at McCollum HS on Wednesday, Mar 9. Will be sending out spreadsheet to volunteers containing know presentation ceremonies this week.

**VP Membership:** LTC Randy Hoff – Membership chart reviewed: Active Duty 225, Auxiliary 186, Former 36, Retired 907 totaling 1355. Chart is flat, typical at this time of year. Next recruiting events in March include an Extravaganza and a Job Fair. Thanked Dave Padden, Mac McDonald, Kitty Meyers and Jim Cunningham for their assistance at the Job Fair.

**VP Programs:** Col Bruce Willett – absent. For April luncheon David suggested MOAA Board members provide an update as they will have just returned from Storming The Hill with MOAA national. This will involve Ed Marvin, Barbara Ramsey, Jim O'Connor and Claire Helminiak. Ed Marvin to take the lead on this task. Jim Webb interviewed a possible candidate for speaker – Paul Ringenbach who was instrumental in getting the International Heritage Site designation for the Missions.

**President:** Maj Jim Cunningham – Working on state legislature hearing in March and April to discuss the Hazlewood Act. Has been assisting Kitty Meyers with the upcoming MOAA-AC hosted job fair on March 16. Chapter nomination of Peter Hunt for the Chapter Volunteer Of the Year has been submitted to JBSA. Ceremony will be on April 13 at 1pm. Will also submit to the United Way for the banquet dinner on May 17 at the Palladium IMAX. Will be absent March 20 through April 3<sup>rd</sup>.

**MOAA National Update:**

**Ed Marvin:** The two topics designated for Storming The Hill will be SBP/DIC offsets and TriCare. Just two topics this year and general consensus is that little will be done politically the rest of the year.

The Bottom Up Review (BUR) will be presented to the Board in April. Discussions resulted in both Ed and Barbara agreeing to try and champion this chapter in putting on the Spouse's Symposium in the fall by obtaining the materials from MOAA national. Chapter of Excellence judging will also be in April.

**Barbara Ramsey:** MOAA website will soon contain the fact sheets and materials used in the Storming the Hill campaign.

It was also noted that a MOAA national member was present in San Antonio recently but no notice was given to the chapter leadership.

**Buddy Program Status** – No updates..

### **Staff Reports**

**Editor/VGSAA Rep:** Col Kerry Green – Nothing to report.

**Webmaster:** Col Bill Hudson – Absent. No report.

**Administration:** Trish Meserve – Requested calendar updates. Advised location of nearest trash container, and that copier repair company had been called in to repair 2 sided duplexing. Provided list of 3<sup>rd</sup> & Final Dues Request listing in case anyone is known to them. David Patrick requested this to be provided at each staff meeting and to include email and phone numbers. Board meeting date of May 11<sup>th</sup> at 1pm looks good for exec leadership team.

**Historian:** LTC Kerry Reyna – Absent. No report.

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

**Scholarship:** Col Peter Hunt – Recently met with 5th Army ROTC Brigade and was invited back to meet the ROTC commanders. Gave short presentation of the chapter's \$9000 availability in scholarships and it was warmly received. Names chosen by the commanders will be provided by Friday. Award ceremony dates still to be determined and presenters will be needed to award the Gold Bars.

Meeting to review the JROTC and Chapter Scholarship applications to take place immediately following the staff meeting.

David Patrick reminded all that the \$300 USAA/MOAA grant was requested to offset the cost of the scholarship recipients and their guests lunch costs, and Jim Cunningham will also request \$250 from TCC for hosting the meeting on their behalf in January.

**Transition Liaison Officer:** LtCol Kitty Meyers – Working on Mar 16<sup>th</sup> Job Fair, 10am-2pm. So far have 48 vendors for the Veterans Village and 82 employers signed up. The website MilCityUSA.org is becoming the go to site. Other activities include meeting with Roland Keller and SA Chamber on the 21<sup>st</sup> to discuss focus groups for disabled veterans, and TVC Women's Program on Mar 24-6 at the VFW.

David Patrick mentioned that activities for transitioning veterans was become saturated. To that end MOAA might want to rethink its annual presentation "Marketing Yourself for a Second Career", and another recommendation for a spouse's symposium!

**Special Activities Representative:** Susie Tolman – Walk Ins are becoming an issue. Need to request an extra table at each event just in case.

**Blue Skies West Liaison:** LtCol Jim Conner – absent. Jim Conner and Fernando have put together a letter to be included in the Blue Skies Welcome package and at the new resident orientation.

A meeting with BST's marketing director resulted in their increasing their golf contribution from \$2,000 to \$3,000 and they may even be the title sponsor if RBFCU doesn't renew, and they plan to renew their Lariat advertising and corporate partnership. BST and MOAA-AC will also do a joint mailing venture using the prospect list sent from MOAA national and in return we have provided them with a free ¼ page ad in The Lariat and a team of players for their upcoming Golf Tournament on April 8.

**Advertising Coordinator:** Maj Fernando Carreon – Feedback from the recent media kit was incorporated and will be posted to the website and made available to prospective advertisers and Corporate Partners. Also worked on BST letter as mentioned above.

**Volunteer Coordinator:** (Open). No report

**Solitaires:** Pat Shecter – Attendance is steady but low, the same 13-16 members attending. The March Sunday brunch is changed to 20<sup>th</sup>. Working on the annual convention of the Society of Military Widows in October whose numbers are also declining. Please to see the SBP/DIC issue is being worked on at MOAA Natl. Barbara Ramsey asked Pat to write an explanation including real \$ numbers to make the issue more easily understood and explained.

**VP Personal Affairs:** Col Stu Myers – Reported one auxiliary passing in February.

**Consultant:** Maj Len Mull – Absent. No report.

**Chaplain:** Chaplain Taylor – No report.

**VP Public Relations/Marketing:** LTC Charles Poole - Attending luncheon with USO building program today and as usual will be handing out/displaying information materials pertaining to MOAA-AC and MVCC.

**VP Legislative Affairs:** LTC Bob Blake – Set a meeting for Monday March 7<sup>th</sup> at 11am with Jim Cunningham and Ed Marvin to get together at the chapter office to pick out possible members for their congressional districts teams.

**VP Logistics:** (Open) No report.

**Chapter Affairs Officer:** Col Irene Collier – Thanked Jim for the presentation of Certificates of Appreciation to the Duty Officers at the last luncheon.

Provided cookies made from potato crisps that was a recent winning recipe.

**Old Business:** None

**New Business:** None

- 1) Media Kit – discussed above.
- 2) Star Chapter Association Management. Received brochure priding web, commerce and event registration help. Not something we currently need. David Patrick mentioned Constant Contacts – a bulk email providing service costing \$250 a year that will avoid bounce backs and spam email.

**MEETING ADJOURNED at 11:55am.**

Next staff meeting scheduled for Thursday 7 April 10am.

Next Board meeting Wednesday 11 May at 1pm.



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Col David Patrick, USAF (Ret), Secretary