

MILITARY OFFICERS ASSOCIATION OF AMERICA

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

MINUTES OF STAFF MEETING

Thursday, Apr 3, 2014

Meeting was called to order by President Jim Cunningham at 0900 hrs. A quorum was present and acting throughout the meeting.

Attendees: Col Vaughn Caudill, Col Irene Collier, Col Janice Edgeron, Col Peter Hunt, CAPT Bill Knehans, Col Stu Myers, Col David Patrick, LTC Randy Hoff, LTC Chaplain James Taylor, LTC Jim Webb, MAJ Jim Cunningham, Maj Len Mull, Pat Shecter, Susie Tolman, Trish Meserve.

Invocation given by Chaplain Taylor and pledge led by Jim Cunningham.

Additions to the agenda: None

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

President: Maj Jim Cunningham

Job Fair and Veterans Village event held on March 20 was very successful. Had 105 employers and over 500 attendees, the majority in uniform. It was not designed as a moneymaker but there is seed money over for the next one.

Currently preparing to go to Washington for the Army Chief of Staff's Retiree Council Meeting. Will be discussing the Army program "Soldier For Life" initiative and the resolution of a paid Retiree Service Officer that the Army has but the Air Force does not.

Attended the dedication of the Vietnam Memorial in Austin which took over 10 years to approve and finance. Over 2000 attended. It is huge, and located next to the Capitol building, well worth a visit next time you are in Austin. Has received the listing from the Bexar County Clearing House for the finalists for the Torrey Scholarship. Will form a Scholarship Committee and review these finalists along with the JROTC and Chapter Scholarship applications.

Treasurer: Vaughn Caudill – March financials were reviewed and approved for filing. Is appreciative of the member's generosity in donating to the chapter. Should be receiving over \$1200 from the latest Collette Travel commission.

Outreach Account:

INCOME	January	February	March	YTD	2014 Budget	Variance
Donations	1,771.00		3,885.00	5,656.00	\$ 8,000.00	(2,344.00)
Other			5,000.00	5,000.00		5,000.00
Golf Tournament						-
In				-		-
Out				-		-
Sub Total Golf	-	-	-	-	\$ 15,000.00	(15,000.00)
TOTAL INCOME	1,771.00	-	8,885.00	10,656.00	\$ 23,000.00	(12,344.00)
OUTFLOWS						
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	-	8,885.00	10,656.00	\$ (1,000.00)	11,656.00

Operating Account – Inflow:

	<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	15.00		\$65.00	\$ -	\$65.00
New Active Duty		25.00		\$25.00	\$ -	\$25.00
New Former				\$0.00	\$ -	\$0.00
Renewal Aux	585.00	210.00	120.00	\$915.00	\$ 1,500	-\$585.00
Renewal Retired	2,920.00	1,460.00	735.00	\$5,115.00	\$ 8,000	-\$2,885.00
Renewal Active Duty		60.00	25.00	\$85.00	\$ 800	-\$715.00
Renewal Former				\$0.00	\$ -	\$0.00
Total	\$ 7,675.00	\$ 1,770.00	\$880.00	\$10,325.00	\$ 13,300	-\$2,975.00
Non-Dues Revenue						
Trip Rewards				\$0.00	\$ -	\$0.00
Shirt Sales				\$0.00	\$ -	\$0.00
Merchandise	70.00		60.00	\$130.00	\$ -	\$130.00
Advertising Lariat			10,200.00	\$10,200.00	\$ 18,000	-\$7,800.00
Corporate Partnership				\$0.00	\$ 1,000	-\$1,000.00
Donations to Chapter	1,955.00	685.00	795.00	\$3,435.00	\$ 4,000	-\$565.00
Donations to Outreach	2,730.00	1,155.00	395.00	\$4,280.00	\$ 8,000	-\$3,720.00
Golf Tournament				\$0.00	\$ 1,500	-\$1,500.00
Social Events	2,010.00	1,040.00	1,010.00	\$4,060.00	\$ 12,500	-\$8,440.00
Total	\$ 6,765.00	\$ 2,880.00	\$12,460.00	\$22,105.00	\$ 45,000	-\$22,895.00
TOTAL INCOME	\$14,440.00	\$4,650.00	\$13,340.00	\$32,430.00	\$ 58,300	-\$25,870.00

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	10.33	6.17	60.11	\$ 400	339.89
PayPal Service Fee	36.41	27.59	15.68	79.68	\$ 200	120.32
D&O Insurance				-	\$ 500	500.00
Dues & Subscription	527.00		25.00	552.00	\$ 1,400	848.00
Focus/Advisory Groups				-	\$ -	-
Independent Contr	579.16	1,158.32	1,158.32	2,895.80	\$ 13,900	11,004.20
Lariat Postage	200.00		1,000.00	1,200.00	\$ 3,000	1,800.00
Lariat Printing	537.65	535.26	528.09	1,601.00	\$ 8,500	6,899.00
Liability Insurance		425.00		425.00	\$ 500	75.00
Marketing			521.14	521.14	\$ 100	(421.14)
Membership Recruiting		25.00		25.00	\$ 300	275.00
Miscellaneous				-	\$ 100	100.00
Office	107.04	6.00	170.49	283.53	\$ 2,300	2,016.47
Personal Affairs				-	\$ -	-
Postage & Delivery	377.58		147.00	524.58	\$ 1,250	725.42
ROTC				-	\$ 200	200.00
Satellite Chapters		175.10	41.00	216.10	\$ 300	83.90
Social Events	1,743.18	886.14	1,208.42	3,837.74	\$ 12,500	8,662.26
Solitaires				-	\$ 125	125.00
Special Activities				-	\$ 600	600.00
Telephone	143.02	69.95	252.08	465.05	\$ 1,800	1,334.95
Trans To Outreach	1,771.00		3,885.00	5,656.00	\$ 8,000	2,344.00
Volunteer Recogn				-	\$ 100	100.00
						-
TOTAL OUTFLOWS	6,065.65	3,318.69	8,958.39	18,342.73	\$ 56,625	38,282.27
Surplus/(Deficit)	8,374.35	1,331.31	4,381.61	14,087.27	1,675.00	12,412.27

Reserve Balances:

RESERVE BALANCES	Jan	Feb	March
Outreach			
RBCU			
Savings	\$306.77	\$ 306.77	\$ 306.92
Money Market	\$15,979.16	\$17,093.22	\$25,987.45
Checking	\$8,676.63	\$ 130.96	\$ 131.25
Certificates	<u>\$9,327.76</u>	<u>\$ 9,334.98</u>	<u>\$ 9,348.11</u>
Total	\$34,290.32	\$26,865.93	\$35,773.73
Chapter Operations			
Broadway	\$21,594.02	\$23,412.73	\$33,031.40
USAA	<u>15,802.96</u>	<u>\$15,831.26</u>	<u>\$15,839.00</u>
Total	\$37,396.98	\$39,243.99	\$48,870.40

THREE YEAR COMPARISONS:**Outreach Account**

INCOME	2014 YTD	2013 YTD	2012 YTD
Donations	\$ 5,656.00	\$ 2,413.72	\$3,902.15
Other	\$ 5,000.00	\$ 1,000.00	\$ -
Golf Tournament			
In	\$ -	\$ -	\$ -
Out	\$ -	\$ 600.00	\$ -
Sub Total Golf	\$ -	\$ (600.00)	\$ -
TOTAL INCOME	\$10,656.00	\$ 2,813.72	\$3,902.15
OUTFLOWS			
Charity			
Wounded Warrior	\$ -	\$ -	\$ -
Red Cross	\$ -	\$ -	\$ -
Undesignated Charities	\$ -	\$ -	\$ 75.00
Total	\$ -	\$ -	\$ -
Scholarships			
Torrey 2K	\$ -	\$ -	\$ -
Torrey 2K	\$ -	\$ -	\$ -
Gen Herring (JROTC #1)	\$ -	\$ -	\$ -
McCarthy (JROTC #2)	\$ -	\$ -	\$ -
Marvin (Chapter)	\$ -	\$ -	\$ -
Col Shean Bequest	\$ -	\$ -	\$ -
Last Yrs Torrey	\$ -	\$ -	\$ -
Total	\$ -	\$ -	\$ 75.00
TOTAL OUTFLOW	\$ -	\$ -	\$ -
Decrease/Increase	\$10,656.00	\$ 2,813.72	\$3,827.15

Operating Account - Inflow

	<u>2014 YTD</u>	<u>2013 YTD</u>	<u>2012 YTD</u>
Membership Dues			
MOAA National	\$ 4,120.00	\$ 3,180.00	\$ 1,740.00
New Aux		\$ -	\$ 15.00
New Retired	\$ 65.00	\$ -	\$ -
New Active Duty	\$ 25.00	\$ -	\$ -
New Former		\$ -	\$ -
Renewal Aux	\$ 915.00	\$ 524.32	\$ 1,163.28
Renewal Retired	\$ 5,115.00	\$ 3,602.64	\$ 4,636.27
Renewal Active Duty	\$ 85.00	\$ 201.91	\$ -
Renewal Former		\$ -	\$ -
Total	\$10,325.00	\$ 7,508.87	\$ 7,554.55
Non-Dues Revenue			
Interest		\$ -	\$ -
Trip Rewards		\$ -	\$ -
Shirt Sales		\$ -	\$ -
Merchandise	\$ 130.00	\$ -	\$ -
Advertising Lariat	\$10,200.00	\$ -	\$ 9,120.00
Corporate Partnership		\$ 100.00	\$ 100.00
Donations to Chapter	\$ 3,435.00	\$ 1,090.85	\$ 2,624.58
Donations to Outreach	\$ 4,280.00	\$ 2,340.47	\$ 3,981.02
Golf Tournament		\$ -	\$ -
Social Events	\$ 4,060.00	\$ 759.15	\$ 3,109.65
Total	\$22,105.00	\$ 4,290.47	\$18,935.25
TOTAL INCOME	\$32,430.00	\$ 11,799.34	\$26,489.80

Operating Account – Outflow

	<u>2014 YTD</u>	<u>2013 YTD</u>	<u>2012 YTD</u>
Bank Charge/Int		\$ 184.97	\$ -
Board & Staff Mtg		\$ 39.74	\$ -
Copier Mntn Agreement		\$ -	\$ -
Credit Card Fee Square	\$ 53.94	\$ 54.99	\$ -
Credit Card Fee PayPal	\$ 64.00	\$ 11.88	\$ -
D&O Insurance		\$ -	\$ -
Dues & Subscription	\$ 552.00	\$ 525.00	\$ 50.00
Focus/Advisory Groups		\$ -	\$ -
Independent Contr	\$ 2,895.80	\$ 3,362.50	\$ 2,750.00
Lariat Postage	\$ 1,200.00	\$ 1,190.00	\$ 1,000.00
Lariat Printing	\$ 1,601.00	\$ 1,957.30	\$ 1,722.94
Liability Insurance	\$ 425.00	\$ 425.00	\$ 425.00
Marketing	\$ 521.14	\$ -	\$ -
Membership Recruiting	\$ 25.00	\$ 50.00	\$ 320.00
Miscellaneous		\$ -	\$ -
Office	\$ 283.53	\$ 427.35	\$ 544.58
Personal Affairs		\$ -	\$ -
Postage & Delivery	\$ 524.58	\$ 273.75	\$ 362.50
ROTC		\$ -	\$ -
Satellite Chapters	\$ 216.10		
Social Events	\$ 3,837.74	\$ 2,324.80	\$ 1,830.00
Solitaires		\$ -	\$ -
Special Activities		\$ -	\$ -
Telephone	\$ 465.05	\$ 525.63	\$ 328.04
Trans To Outreach	\$ 5,656.00	\$ 3,413.72	\$ -
Volunteer Recogn		\$ -	\$ -
TOTAL OUTFLOWS	\$18,320.88	\$14,766.63	\$ 9,333.06
Surplus/(Deficit)	\$ 769.12	\$11,584.10	\$17,156.74

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

Vice President Administration: LTC Jim Webb – Distributed the latest award presentation schedule by email despite only having half the dates. All the medals have been sent to each of the schools. Passed around one of the Gold Bar presentation packets provided by MOAA. He and Peter Hunt are still culling the lists provided by the USAF and USN JROTC.

VP Membership: LTC Randy Hoff – Reviewed Membership chart: Active Duty 387, Auxiliary 208, Former 18, Retired 796 for a total of 1409 members. Bill Knehans signed up 35 members during the Air Force Village Recruitment event which are not included in this number. Will set up recruiting display at the April 24 luncheon at AFV. Thanked the 2 Board members who helped at the recent job fair (Mac McDonald and Ed Marvin), and thanked Len Mull for updating the latest Quarterfold. Have yet to receive details on the next Extravaganza expected to be in April. Have received the latest recruitment list from MOAA national, need to sort for emails.

VP Programs: (Open) – Next luncheon is April 24 at AFV with Cassandra Matej from the San Antonio Convention & Visitors Bureau. The AFV luncheon sign up sheet is in the Activity Book at both AFV I and II. Bill will fax to Trish by Monday Apr 21. Col Marc Stratton from the Inter American Air Force Academy will be the speaker unless Admiral Ryan is available. June 27 is the Summer Celebration. David Patrick to work up the flyer.

Buddy Program Status – No updates.

Task Review

Updates were given by the points of contact:
AFV meeting involving Solitaires is a work in progress.
Identifying Kerrville & surrounding area JROTC units – OK for this year but will include in our count for next year. Were getting them directly from National. Item to be removed
Contacting MOAA editorial staff is pending.
Investigating El Paso's virtual job fair is a work in progress.
Investigating chapter changing to 501(c) 19 will be referred to Dana Jacobson for his assistance.
Kerrville Chapter decision is still pending.
Date of Christmas party is changed to Friday Dec 5. Item to be removed.

Scorecard Review

Reviewed progress on Action Plan priorities.

Staff Reports

Webmaster: Col Bill Hudson (absent) – Nothing to report.

Administration: Trish Meserve – Requested calendar updates – May pot luck changed to May 17th. Advised receipt of \$5,000 donation from Wanda Hudson's estate. Four members were participating in the Shades of Ireland Collette Trip and expected commissions will be around \$1200.

Historian: Col Janice Edgeron – No report, just keep on sending her photos.

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

Transition Liaison Officer: Col David Patrick – No report.

Special Activities Representative: Susie Tolman – Complained to the lady in charge of the Christmas decorations program at the Veterans Administration Volunteers who said she would look into it.

AFV Satellite: CAPT Bill Knehans – Ginny Alloway and Charlotte Koch were instrumental in the 3 day recruitment event at AFVII, and Bill manned the table at AFVI. A steering committee will be formed from those helping.

Advertising Coordinator: (Open). No report.

Volunteer Coordinator: (Open). No report.

Solitaires: Pat Shecter – Will look for a new leader for the Solitaires group – one with more energy and time!

VP Personal Affairs: Col Stu Myers – Reported 1 retiree death and 1 auxiliary. Still no word on when HCAC meetings will resume. Bill Knehans advised Marshall Canter from AFV II passed.

Chaplain: Chaplain Taylor – Operation Homefront distributed 20 toolboxes last month. Attended his 348th funeral.

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

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

MOAA National Update: Ed Marvin/Barbara Ramsey – Absent. Gearing up for Storming the Hill next week.

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

Duty Officer: Col Irene Collier – Also looking for a replacement for her job.

Editor/VGSAA Rep: Col Kerry Green – Absent. No report.

Old Business: None.

New Business:

- 1) June meeting changed from 1st to 2nd Thursday i.e. June 12th.

MEETING ADJOURNED at 11:17am.

Next Board meeting April 15th @10am

Next regular staff meeting scheduled for Thursday, May 1st at MOAA-AC Offices at 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