

MILITARY OFFICERS ASSOCIATION OF AMERICA

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

MINUTES OF STAFF MEETING

Thursday June 2, 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 Peter Hunt, Col Stu Myers, Col David Patrick, LTC Bob Blake, LtCol Ed Marvin, LtCol Kitty Meyers, LTC Chuck Poole, Maj Jim Cunningham, Susie Tolman, Trish Meserve.

Invocation and pledge led by Jim Cunningham.

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

Treasurer: Vaughn Caudill – absent. David Patrick reviewed the May financials. It was noted that the budget will be tighter than expected due to the loss of the monies budgeted from MOAA national dues and Lariat advertising. Need to make up at least \$4,000 by fiscal year end. Solicitations for monies from the membership will be sent out with the July Lariat and just before year's end. Media Kit was sent to all staff members yesterday, David sent one off to the Petroleum Club, Caring Transitions and Bobby Corbo for his restaurant. Also noted the budgetary surplus was much lower than this time last year.

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	1,155.00	1,001.00	210.00								5,906.00	\$ 7,000.00	(1,094.00)
Other													-		-
Golf Tournament													-		-
In													-		-
Out				1,000.00									1,000.00		1,000.00
Sub Total Golf	-	-	-	(1,000.00)	-	-	-	-	-	-	-	-	(1,000.00)	\$ 15,000.00	(16,000.00)
TOTAL INCOME	2,025.00	1,515.00	1,155.00	1.00	210.00	-	-	-	-	-	-	-	4,906.00	\$ 22,000.00	(17,094.00)
OUTFLOWS															
Charity															
Warrior & Family Support Ctr													-	\$ 7,500.00	(7,500.00)
MOAA Heritage													-	\$ 125.00	(125.00)
Undesignated Charities					100.00								100.00	\$ -	100.00
Total	-	-	-	-	100.00	-	-	-	-	-	-	-	100.00	\$ 7,625.00	(7,525.00)
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				5,000.00	4,000.00								9,000.00	\$ 10,000.00	(1,000.00)
ROTC AF (LtCol Ed & Ruby Marvin)					1,000.00								1,000.00	\$ 1,000.00	-
Total	-	-	-	5,000.00	5,000.00	-	-	-	-	-	-	-	10,000.00	\$ 15,000.00	(5,000.00)
TOTAL OUTFLOW	0.00	0.00	0.00	5,000.00	5,100.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10,100.00	\$ 22,625.00	(12,525.00)
Decrease/Increase	2,025.00	1,515.00	1,155.00	(4,999.00)	(4,890.00)	-	-	-	-	-	-	-	(5,194.00)	\$ (625.00)	(4,569.00)

Operating Account – Inflow:

	January	February	March	April	May	June	July	August	September	Oct	Nov	Dec	YTD	2016 Budget	Variance
Membership Dues															
MOAA National		480.00	50.00										\$530.00	\$ 3,000	-\$2,470.00
New Aux					25.00								\$0.00	\$ -	\$0.00
New Retired		15.00	15.00										\$55.00	\$ -	\$55.00
New Active Duty		15.00	-										\$15.00	\$ -	\$15.00
New Former		25.00											\$25.00	\$ -	\$25.00
Renewal Aux	420.00	180.00	75.00		30.00								\$705.00	\$ 1,200	-\$495.00
Renewal Retired	2,460.00	1,115.00	455.00	300.00	445.00								\$4,775.00	\$ 8,000	-\$3,225.00
Renewal Active Duty	30.00	70.00	75.00	30.00	30.00								\$235.00	\$ 700	-\$465.00
Renewal Former			25.00										\$25.00	\$ -	\$25.00
Total	\$ 2,910.00	\$ 1,900.00	\$ 695.00	\$ 330.00	\$ 530.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 6,365.00	\$ 12,900	-\$6,535.00
Non-Dues Revenue															
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 Lariat		175.00	7,325.00										\$7,500.00	\$ 19,000	-\$11,500.00
Corporate Partnership	100.00		100.00	100.00									\$300.00	\$ 1,000	-\$700.00
Donations to Chapter	860.00	870.00	905.00	35.00	90.00								\$2,760.00	\$ 5,000	-\$2,240.00
Donations to Outreach	1,515.00	1,155.00	1,001.00	210.00	297.00								\$4,178.00	\$ 7,000	-\$2,822.00
Social Events	1,950.00	1,225.00	660.00	1,152.00	1,393.00								\$6,380.00	\$ 15,000	-\$8,620.00
Total	\$ 4,903.80	\$ 3,435.00	\$ 9,991.00	\$ 1,497.00	\$ 1,780.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 21,606.80	\$ 48,820	-\$27,213.20
TOTAL INCOME	\$ 7,813.80	\$ 5,335.00	\$ 10,686.00	\$ 1,827.00	\$ 2,310.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 27,971.80	\$ 61,720	-\$33,748.20

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 Mntn Agreement				429.00									429.00	\$ 400	(29.00)
Square Service Fee	32.52	15.82	1.36		11.13								60.83	\$ 400	339.17
PayPal Service Fee	41.75	26.96	16.33		22.39								107.43	\$ 500	392.57
D&O Insurance													-	\$ 650	650.00
Dues & Subscription	586.00			25.00	537.20								1,148.20	\$ 1,350	201.80
Golf Tournament Contr													-	\$ 500	500.00
Independent Contr	1,209.38	1,227.08	1,227.08	1,227.08	1,227.08								6,117.70	\$ 14,725	8,607.30
Lariat Postage	225.00												1,225.00	\$ 3,000	1,775.00
Lariat Printing	463.64	332.74	460.81		960.33								2,217.52	\$ 8,000	5,782.48
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	7.40	230.32	334.93								1,047.41	\$ 2,300	1,252.59
Personal Affairs													-	\$ -	-
Postage & Delivery	196.00			262.05									458.05	\$ 1,900	1,441.95
ROTC					399.36								399.36	\$ 350	(49.36)
Satellite Chapters													-	\$ -	-
Social Events		2,793.18	40.00	1,787.22	214.71								4,835.11	\$ 15,000	10,164.89
Solitaires				52.35									52.35	\$ 100	47.65
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	1,155.00	1,001.00	210.00								5,906.00	\$ 7,000	1,094.00
Volunteer Recogn													-	\$ 100	100.00
													-	\$ -	-
TOTAL OUTFLOWS	5,162.48	7,116.33	2,907.98	5,014.02	4,917.13	-	-	-	-	-	-	-	25,117.94	\$ 62,275	37,157.06
Surplus/(Deficit)	2,651.32	(1,781.33)	7,778.02	(3,187.02)	(2,607.13)	-	-	-	-	-	-	-	2,853.86	(555.00)	3,408.86

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								
Money Market	\$19,994.40	\$21,516.07	\$22,678.76	\$12,685.30	\$12,899.64								
Checking	\$ 108.48	\$ 108.48	\$ 108.48	\$ 6,108.72	\$ 1,108.86								
Certificates	\$ 9,512.15	\$ 9,520.75	\$ 9,530.10	\$ 9,539.15	\$ 9,548.51								
Total	\$29,622.93	\$31,153.20	\$32,325.24	\$28,341.07	\$23,564.91	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Chapter Operations													
Broadway	\$34,677.88	\$39,689.95	\$43,972.16	\$35,713.30	\$33,202.02								
USAA	\$16,047.93	\$16,057.58	\$16,066.62	\$16,066.62	\$16,085.63								
Total	\$50,725.81	\$55,747.53	\$60,038.78	\$51,779.92	\$49,287.65	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Job Fair In	\$ 870.87	\$ 7,544.84	\$ 4,513.00		\$ -								
Job Fair Out	\$ 227.27	\$ 108.36	\$ 571.81	\$ 75.29	\$ 9.96								
Balance to be transferred:	\$ 643.60	\$ 7,436.48	\$ 3,941.19	\$ (75.29)	\$ (9.96)								
Social Events													YTD
Income	\$1,975.00	\$1,220.00	\$1,020.00	\$860.00	\$720.00	\$585.00							\$6,380.00
Outgo	\$1,855.62	\$977.56	\$1,076.28	\$710.94	\$214.71								\$4,835.11
Variance	\$119.38	\$242.44	-\$56.28	\$149.06	\$505.29	\$585.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,544.89

Vice President Administration/ROTC: Jim Webb (absent) – Peter Hunt will contact MOAA National and order supplies from their remaining inventory for 2017 Awards season for JROTC AND ROTC.

VP Membership: LTC Randy Hoff (absent) Jim Cunningham advised Randy's fall may mean limited abilities for the next 6-9 months til his neck vertebrae has completely healed. Membership chart reviewed: Active Duty 174, Auxiliary 177, Former 28, Retired 892 totaling 1271. Kitty Meyers advised she would be attending 2 upcoming transition events where recruitment will be possible.

VP Programs: Col Bruce Willett – absent. Jim Cunningham advised the ARC would prefer to have the annual luncheon earlier in the year as many residents are traveling during the summer. Will note for December's Planning session. Consensus was to start game plan for speakers for 2107 now so proper marketing can be performed.

President: Maj Jim Cunningham – Contacted KLRN and their Blazing Saddles auction has availability for 10 volunteers for the phone bank on June 9-11 from 6-10pm or June 15 & 16. June 9 volunteers include Bob Blake, Peter Hunt, Jim Cunningham and Kitty Meyers. June 16 volunteers include Ed Marvin, Peter Hunt and David Patrick. Visited with State Representative Ina Minjarez who took over from Jose Menendez seat in District 124. Had a great conversation regarding the public universities and the Hazlewood Act. It also appears that Representative John Lujan who succeeded Joe Farrias in District 118 is very veteran oriented.

The VA has come out with new guidelines for the for-profit universities regarding veteran further education.

MOAA National Update:

Ed Marvin: New president and CEO Dana Atkins has been very active since the Bottom Up Review recommendations were approved by the Board. Advertising and Marketing appear to be his focus and is encouraging Chapters and Councils to draw attention to themselves locally to increase MOAA's branding.

Buddy Program Status – No updates.

Staff Reports

Historian: LTC Kerry Reyna – absent. No report.

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

Scholarship: Col Peter Hunt – Will collect all addresses and student ID's for the remaining scholarship checks to be distributed and will set a date sometime in October for the Scholarship Committee to look at the budget and procedures for 2017. Peter and his wife attended the VOYA banquet at the Palladium. The presentations were excellent. It was a well-organized event. Made a connection with the HEB VOYA recipient and will try to promote our golf tournament with them.

Transition Liaison Officer: LtCol Kitty Meyers – Attended 3 chamber events, will attend MOJO job fair on June 16 and AUSA Family Forum on June 30th. Now is on the committee of workforce development for chamber military affairs. The number of staff focusing on military affairs within city council has doubled!

Special Activities Representative: Susie Tolman – no report.

Blue Skies West Liaison: LtCol Jim Conner – absent. No report.

Advertising Coordinator: (Open). No report.

Volunteer Coordinator: (Open). No report

Solitaires: Pat Shecter – absent. No report.

VP Personal Affairs: Col Stu Myers – There were 2 auxiliary (Erika Davis & Melvena Leach) and one retired officer member (John Hilliard) deaths last month.

Chaplain: Chaplain Taylor – absent. No report.

VP Public Relations/Marketing: LTC Charles Poole – has been in contact with the head of Public Affairs at MOAA national. Will forward information pertaining to Alamo chapter happenings to them.

VP Legislative Affairs: LTC Bob Blake – Jim Cunningham and Ed Marvin were to follow up on the volunteer legislative liaisons for the districts of Castro, Hurd & Doggett. David Patrick mentioned he had picked up a couple of members who indicated they would be interested in volunteering in the legislative area. Ed Marvin will call them to follow up.

VP Logistics: (Open) No report.

Chapter Affairs Officer: Col Irene Collier – No report.

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

Webmaster: Col Bill Hudson – absent. No report.

Administration: Trish Meserve – Reviewed calendar for updates. Advised 15 2nd requests for May dues and 27 first letter requests for the June dues have been mailed. Sent final final email to 38 members advising of their imminent removal from Jan and Feb renewals. Having issues with windows 10 compatibility of newsletter software with PC Mailing, but hoping to resolve soon.

New Business: None

- 1) Multiple Years Dues with discount was suggested by a chapter member and generally received as a good idea by the leadership team. Need to weigh risk of a member not renewing vs. renewing at regular rate and losing the difference and possibly amortizing dues over the number of years span. Vaughn's input needed.

MEETING ADJOURNED at 11:32am.

Next staff meeting scheduled for Thursday 4 Aug 10am, Next Board meeting Wednesday 10 Aug at 1pm.



Col David Patrick, USAF (Ret), Secretary