

MILITARY OFFICERS ASSOCIATION OF AMERICA

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

MINUTES OF STAFF MEETING

Thursday August 3, 2017

Meeting was called to order by President Jim Cunningham at 1000 hrs. A quorum was present and acting throughout the meeting.

Attendees: Col Vaughn Caudill, Col Irene Collier, Col Kerry Green, Col Peter Hunt, Col Stu Myers, LTC Ch James Taylor, Maj Jim Cunningham, 1Lt Rebekah Emery, Susie Tolman, Trish Meserve.
Guest: Col Pete Schaub

Invocation by Chaplain Taylor and pledge by Jim Cunningham.
Introduction of Leadership Team to Col Pete Schaub USAF (Ret).

Secretary: Col David Patrick, USAF (Ret) – Absent. Minutes from the June meeting were reviewed and approved for filing.

Treasurer: Col Vaughn Caudill, USA (Ret) – June and July financials were reviewed. Plan is to move a substantial amount from operations into a money market or CD in order to procure some return.

Outreach Account:

<u>INCOME</u>	January	February	March	April	May	June	July	August	September	Oct	Nov	Dec	YTD	2017 Budget	Variance
Donations	2,100.00	1,380.00	1,910.00	370.00	50.00	290.00	250.00						6,350.00	\$ 7,000.00	(650.00)
Other													-		-
Golf Tournament													-		-
In		225.00			1,000.00	10,590.00	3,535.00						15,350.00		15,350.00
Out				1,000.00									1,000.00		1,000.00
Sub Total Golf	-	225.00	-	(1,000.00)	1,000.00	10,590.00	3,535.00	-	-	-	-	-	14,350.00	\$ 15,000.00	(650.00)
TOTAL INCOME	2,100.00	1,605.00	1,910.00	(630.00)	1,050.00	10,880.00	3,785.00	-	-	-	-	-	20,700.00	\$ 22,000.00	(1,300.00)
OUTFLOWS															
Charity															
Warrior & Family Support Ctr													-	\$ 7,500.00	(7,500.00)
MOAA Heritage					125.00								125.00	\$ 125.00	-
Undesignated Charities													-	\$ 100.00	(100.00)
501 C 3 Application						25.00							25.00	\$ 850.00	(825.00)
Total	-	-	-	-	125.00	25.00	-	-	-	-	-	-	150.00	\$ 8,575.00	(8,425.00)
Scholarships															
Col Torrey					500.00								500.00	\$ 500.00	-
Gen Herring (JROTC)						500.00							500.00	\$ 500.00	-
Col McCarthy (JROTC)				500.00									500.00	\$ 500.00	-
Chapter						500.00							500.00	\$ 500.00	-
ROTC Army			8,000.00	1,000.00		1,000.00							10,000.00	\$ 10,000.00	-
ROTC Air Force			2,000.00										2,000.00	\$ 2,000.00	-
ROTC Air Force (Col Ed & Ruby Marvin)			1,000.00										1,000.00	\$ 1,000.00	-
Total	-	-	11,000.00	1,500.00	500.00	2,000.00	-	-	-	-	-	-	15,000.00	\$ 15,000.00	-
TOTAL OUTFLOW	0.00	0.00	11,000.00	1,500.00	625.00	2,025.00	0.00	0.00	0.00	0.00	0.00	0.00	15,150.00	\$ 23,575.00	(8,425.00)
Decrease/Increase	2,100.00	1,605.00	(9,090.00)	(2,130.00)	425.00	8,855.00	3,785.00	-	-	-	-	-	5,550.00	\$ (1,575.00)	7,125.00

Operating Account – Inflow:

	January	February	March	April	May	June	July	August	September	Oct	Nov	Dec	YTD	2017 Budget	Variance
Membership Dues															
MOAA National		40.00			50.00								\$90.00	\$ 1,000	-\$910.00
New Aux	15.00					15.00							\$30.00	\$ -	\$30.00
New Retired		15.00		55.00	40.00								\$110.00	\$ -	\$110.00
New Active Duty													\$0.00	\$ -	\$0.00
New Former													\$0.00	\$ -	\$0.00
Renewal Aux	295.00	370.00	105.00		85.00	45.00	55.00						\$955.00	\$ 1,200	-\$245.00
Renewal Retired	2,505.00	2,320.00	840.00	520.00	1,075.00	755.00	1,040.00						\$9,055.00	\$ 8,000	\$1,055.00
Renewal Active Duty	80.00	125.00	205.00	40.00		40.00	40.00						\$530.00	\$ 700	-\$170.00
Renewal Former			15.00			15.00							\$30.00	\$ 150	-\$120.00
Total	\$ 2,895.00	\$ 2,870.00	\$ 1,165.00	\$ 615.00	\$ 1,250.00	\$ 855.00	\$ 1,135.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$10,800.00	\$ 11,050	-\$250.00
Non-Dues Revenue															
CFC													\$0.00	\$ -	\$0.00
Travel Rewards													\$0.00	\$ 500	-\$500.00
Golf Tournament													\$0.00	\$ 3,000	-\$3,000.00
Merchandise (Coins/Shirts)		5.00	20.00	10.00	15.00								\$50.00	\$ 750	-\$700.00
JROTC Medals (Garza)		916.39											\$916.39	\$ 1,000	-\$83.61
Advertising Lariat	275.00	5,675.00	100.00	385.00	1,785.00	2,170.00	60.00						\$10,450.00	\$ 20,000	-\$9,550.00
Corporate Partnership	200.00	200.00	100.00			100.00							\$600.00	\$ 1,000	-\$400.00
Donations to Chapter	1,070.00	675.00	550.00	120.00	1,066.00	45.00	1,140.00						\$4,666.00	\$ 6,000	-\$1,334.00
Donations to Outreach	1,380.00	1,910.00	370.00	50.00	290.00	250.00	605.00						\$4,855.00	\$ 7,000	-\$2,145.00
Social Events	1,160.00	1,220.00	670.00	1,474.00	2,230.00	1,454.00	80.00						\$8,288.00	\$ 15,000	-\$6,712.00
Total	\$ 4,085.00	\$ 10,601.39	\$ 1,810.00	\$ 2,039.00	\$ 5,386.00	\$ 4,019.00	\$ 1,885.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$29,825.39	\$ 54,250	-\$24,424.61
TOTAL INCOME	\$ 6,980.00	\$ 13,471.39	\$ 2,975.00	\$ 2,654.00	\$ 6,636.00	\$ 4,874.00	\$ 3,020.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$40,625.39	\$ 65,300	-\$24,674.61

Operating Account – Outflow:

Category	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD	2017 Budget	Variance
Bank Charge/Int													-	\$ 100	100.00
Board & Staff Mtg													-	\$ -	-
Building Costs (rent)													-	\$ -	-
Copier Mntn Agreement				472.00									472.00	\$ 450	(22.00)
Square Service Fee	36.83	42.55	23.41	19.98	32.36	16.33	64.36						235.82	\$ 475	239.18
PayPal Service Fee	28.26	27.22	8.08	34.94	63.67	39.60	31.77						233.54	\$ 400	166.46
D&O Insurance		425.00											425.00	\$ 675	250.00
Dues & Subscription	536.00	75.00			553.60								1,164.60	\$ 1,300	135.40
Golf Tournament Contr													-	\$ 650	650.00
Independent Contr	767.00	1,534.00	1,534.00	1,534.00	1,534.00	1,534.00	1,534.00						9,971.00	\$ 18,408	8,437.00
Lariat Postage	215.00			1,000.00									1,215.00	\$ 2,500	1,285.00
Lariat Printing	449.05	443.67	445.02	597.22	439.24	434.70	1,443.30						4,252.20	\$ 7,500	3,247.80
Liability Insurance													-	\$ 500	500.00
Marketing	871.92												871.92	\$ -	(871.92)
Membership Recruiting													-	\$ 100	100.00
Merchandise (Coins/Shirts)													-	\$ 500	500.00
Miscellaneous													-	\$ 100	100.00
Office	169.58	496.47	39.99	337.87	30.50	617.02	13.50						1,704.93	\$ 2,500	795.07
Personal Affairs													-	\$ -	-
Postage & Delivery		246.75			246.75	(80.40)	246.75						659.85	\$ 2,000	1,340.15
ROTC				269.48									269.48	\$ 400	130.52
JROTC Medals	916.39												916.39	\$ 1,000	83.61
Satellite Chapters													-	\$ 600	600.00
Social Events	1,066.32	1,054.98	1,214.40	840.95	840.95	1,312.60	2,747.92						9,078.12	\$ 15,000	5,921.88
Solitaires													-	\$ 100	100.00
Special Activities													-	\$ 600	600.00
Telephone	136.32	138.21	141.81	136.48	136.48	135.32	171.23						995.85	\$ 1,900	904.15
Trans To Outreach	2,100.00	1,380.00	1,910.00	370.00	50.00	290.00	250.00						6,350.00	\$ 7,000	650.00
Volunteer Recogn													-	\$ 100	100.00
TOTAL OUTFLOWS	7,292.67	5,863.85	5,316.71	5,612.92	3,927.55	4,299.17	6,502.83	-	-	-	-	-	38,815.70	\$ 64,858	26,042.30
Surplus/(Deficit)	(312.67)	7,607.54	(2,341.71)	(2,958.92)	2,708.45	574.83	(3,482.83)	-	-	-	-	-	1,809.69	442.00	1,367.69

Reserve Balances & Social Events:

Outreach	Jan	Feb	March	April	May	June	July	Aug	Sep	Oct	Nov	Dec	
RBFUCU													
Savings	\$ 7.90	\$ 7.90	\$ 7.90	\$ 7.90	\$ 7.90	\$ 7.90	\$ 7.90						
Money Market	\$ 16,078.43	\$ 17,463.59	\$ 6,378.31	\$ 5,380.19	\$ 5,430.19	\$ 4,723.59	\$ 4,975.23						
Checking	\$ 9.04	\$ 9.04	\$ 2,009.15	\$ 1,879.23	\$ 1,379.23	\$ 379.35	\$ 379.37						
Certificates	\$ 9,623.00	\$ 9,631.77	\$ 9,641.48	\$ 9,650.89	\$ 9,650.89	\$ 9,670.05	\$ 9,679.80						
Total	\$25,718.37	\$27,112.30	\$ 18,036.84	\$ 16,918.21	\$ 16,468.21	\$ 14,780.89	\$ 15,042.30	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Chapter Operations													
Broadway	\$34,566.73	\$ 42,399.27	\$ 40,057.56	\$ 36,939.59	\$ 40,404.75	\$ 51,677.87	\$ 51,730.04						
USAA	\$ 16,169.15	\$ 16,180.27	\$ 16,180.27	\$ 16,201.46	\$ 16,212.22	\$ 16,223.40	\$ 16,223.40						
Total	\$50,735.88	\$ 58,579.54	\$ 56,237.83	\$ 53,141.05	\$ 56,616.97	\$ 67,901.27	\$ 67,953.44	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Social Events	Jan	Feb	March	April	May	June	July	Aug	Sep	Oct	Nov	Dec	YTD
Income	\$1,280.00	\$1,060.00	\$990.00	\$940.00	\$1,110.00	\$2,788.00	\$0.00	\$40.00					
Outgo	\$1,066.32	\$1,054.98	\$1,214.40	\$840.95	\$912.60	\$3,147.92	\$0.00						
Variance	\$213.68	\$5.02	-\$224.40	\$99.05	\$197.40	-\$359.92	\$0.00	\$40.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$29.17

Golf Tournament:

8/3/17	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	2017 YTD
Income:													
Sponsorship					1000	9250	1,250.00						11,500.00
Donation		225.00				380	1,565.00						2,170.00
Entry Fee Player						840	560.00						1,400.00
Super Tickets						120	160.00						280.00
Silent Auction													-
Hole in One													-
Total	\$0.00	\$225.00	\$0.00	\$0.00	\$1,000.00	\$10,590.00	\$3,535.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$15,350.00
Expenses:													
Ron Inselmann				1000									1,000.00
Green Fees													-
Awards Dinner and lunch													-
Gift Certificates													-
Club Rental for Warriors													-
Catering Staff Tip													-
Plaques/Signage													-
Golf Balls													-
Hole in One													-
Photographer													-
Goodie Bag Items													-
Super Tickets													-
Shipping													-
Total	\$0.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00
Net Profit:													\$ 14,350.00

Three Year Comparison YTD July – Outreach

INCOME	2017	2016	2015
Donations	\$ 6,350.00	\$ 6,203.00	\$ 7,098.00
Other	\$ -	\$ -	\$ -
Golf Tournament			
In	\$15,350.00	\$ 15,390.00	\$ 14,155.00
Out	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
Sub Total Golf	\$14,350.00	\$ 14,390.00	\$ 13,155.00
TOTAL INCOME	\$20,700.00	\$ 20,593.00	\$ 20,253.00
OUTFLOWS			
Charity			
Wounded Warrior	\$ -	\$ -	\$ -
MOAA Military Family Initiative	\$ 125.00	\$ -	\$ -
Undesignated Charities	\$ -	\$ 100.00	\$ -
501 C3 Application	\$ 25.00		
Total	\$ 150.00	\$ 100.00	\$ -
Scholarships			
Torrey	\$ 500.00	\$ 2,500.00	\$ 500.00
Gen Herring (JROTC #1)	\$ 500.00	\$ 500.00	\$ -
McCarthy (JROTC #2)	\$ 500.00	\$ 500.00	\$ -
Chapter	\$ 500.00	\$ 500.00	\$ -
ROTC Army	\$10,000.00	\$ 9,000.00	\$ -
ROTC Air Force (Marvin)	\$ 1,000.00	\$ 1,000.00	\$ 2,500.00
ROTC Air Force	\$ 2,000.00	\$ 1,000.00	\$ -
Total	\$15,000.00	\$ 15,000.00	\$ 3,000.00
TOTAL OUTFLOW	\$15,150.00	\$ 15,100.00	\$ 3,000.00
Decrease/Increase	\$ 5,550.00	\$ 5,493.00	\$ 17,253.00

Three Year Comparison YTD July – Inflow

Category	2017	2016	2015
Membership Dues			
MOAA National	\$ 90.00	\$ 530.00	\$ 5,065.00
New Aux	\$ 30.00	\$ -	\$ 15.00
New Retired	\$ 110.00	\$ 55.00	\$ 30.00
New Active Duty	\$ -	\$ 15.00	\$ -
New Former	\$ -	\$ 25.00	\$ -
Renewal Aux	\$ 955.00	\$ 795.00	\$ 1,805.00
Renewal Retired	\$ 9,055.00	\$ 5,865.00	\$ 5,375.00
Renewal Active Duty	\$ 530.00	\$ 260.00	\$ 310.00
Renewal Former	\$ 30.00	\$ 55.00	\$ 65.00
Total	\$10,800.00	\$ 7,600.00	\$ 12,665.00
Non-Dues Revenue			
Interest			
Trip Rewards	\$ -	\$ 373.80	\$ 87.17
Merchandise	\$ 50.00	\$ 165.00	\$ 65.00
JROTC Medals (Garza)	\$ 916.39	\$ -	\$ -
Advertising Lariat	\$10,450.00	\$ 12,900.00	\$ 18,500.00
Corporate Partnership	\$ 600.00	\$ 400.00	\$ 800.00
Donations to Chapter	\$ 4,666.00	\$ 2,845.00	\$ 3,988.00
Donations to Outreach	\$ 4,855.00	\$ 4,548.00	\$ 6,873.00
Golf Tournament	\$ -	\$ -	\$ -
Social Events	\$ 8,288.00	\$ 8,870.00	\$ 8,667.00
Total	\$29,825.39	\$ 30,101.80	\$ 38,980.17
TOTAL INCOME	\$40,625.39	\$ 37,701.80	\$ 51,645.17

Three Year Comparison YTD July – Outflow

Category	2017	2016	2015
Bank Charge/Int	\$ -	\$ 56.80	\$ 0.26
Copier Mntn Agreement	\$ 472.00	\$ 429.00	\$ 390.00
Credit Card Fee Square	\$ 235.82	\$ 140.00	\$ 134.73
Credit Card Fee PayPal	\$ 233.54	\$ 187.12	\$ 172.84
D&O Insurance	\$ 425.00	\$ -	\$ -
Dues & Subscription	\$ 1,164.60	\$ 1,148.20	\$ 1,342.40
Golf Tournament	\$ -	\$ -	\$ -
Independent Contr	\$ 9,971.00	\$ 8,571.66	\$ 7,745.92
Lariat Postage	\$ 1,215.00	\$ 1,225.00	\$ 1,000.00
Lariat Printing	\$ 4,252.20	\$ 4,351.46	\$ 5,215.40
Liability Insurance	\$ -	\$ 425.00	\$ 425.00
Marketing	\$ 871.92	\$ -	\$ -
Membership Recruiting	\$ -	\$ -	\$ 37.00
Miscellaneous	\$ -	\$ -	\$ -
Office	\$ 1,704.93	\$ 1,694.27	\$ 1,163.52
Personal Affairs	\$ -	\$ -	\$ -
Postage & Delivery	\$ 659.85	\$ 1,180.25	\$ 838.55
ROTC	\$ 269.48	\$ 399.36	\$ 332.85
ROTC JR Medals	\$ 916.39	\$ -	\$ -
Satellite Chapters	\$ -	\$ -	\$ -
Social Events	\$ 9,078.12	\$ 7,662.73	\$ 8,046.54
Solitaires	\$ -	\$ 52.35	\$ 65.45
Special Activities	\$ -	\$ -	\$ -
Telephone	\$ 995.85	\$ 1,031.83	\$ 1,009.48
Trans To Outreach	\$ 6,350.00	\$ 6,203.00	\$ 7,098.00
Volunteer Recogn	\$ -	\$ -	\$ -
TOTAL OUTFLOWS	\$38,815.70	\$34,758.03	\$35,017.94

Vice President Administration: (Open) - No report.

VP Membership: LTC Randy Hoff, USA (Ret) – Absent. Membership chart reviewed: Active Duty 175, Auxiliary 173 Former 32, Retired 824 totaling 1204. Jim Cunningham attended recent ESGR event and picked up a few new recruits.

VP Programs: BG Jim Doty, USA (Ret) – Absent. MOAA ntl President Dana Atkins is confirmed as speaker at the Nov meeting.

VP Legislative Affairs: LTC Bob Blake, USA (Ret) – Absent. Per Jim Cunningham Legislative Wrap Up article will be published in September Lariat. Current special session in Austin has little to do with the military except for annexation. Federally not much happening, may be more active after the summer recess.

President: MAJ Jim Cunningham – Attended meeting in Austin yesterday for TVC Commissioners regarding the media awards for those who have published stories regarding veterans.

In June TxServes was rolled out as a partnership between MVCC (Military & Veteran Community Collaborative) and AACOG (Alamo Area Council of Government). It is similar to United Way's 211 but calls are answered and triaged by a licensed social worker. Veteran or family member is put in touch with an approved agency who then reports back to TxServes so resolution can be monitored. Initially funded for the first 2 years by a grant from Walmart. Currently serves Bexar County, hoping to include 8 additional counties next year with a goal to cover all of South Texas. In July over 200 calls were processed and 180 of which have been resolved.

Attending TCC meeting in Waco Friday and Saturday and providing prototype of new TCC website that will be run by our chapter's webmaster.

President Elect: LtCol Kitty Meyers, USAF (Ret) – Absent. Jim Cunningham advised Kitty has been working with MVCC, ESGR, SA Chamber's CAM week and has also been invited as a panel speaker to a seminar in Houston on female military veterans.

Buddy Program Status: No additions.

MOAA National Update: Col Barbara Ramsey, USA (Ret) – Absent. No report.

Scorecard: Current scorecard was reviewed

Staff Reports

Blue Skies West Liaison: LtCol Jim Conner, USAF (Ret) – Absent. No report.

Advertising Coordinator: (Open). No report.

Volunteer Coordinator: (Open). No report

Solitaires: Pat Shecter (Auxiliary) – Absent. Irene Collier advised the group is meeting elsewhere while renovations continue at FSCG.

VP Personal Affairs: Col Stu Myers, USAF (Ret) – Two officer deaths in June and one plus an auxiliary in July.

Chaplain: Chaplain LTC James Taylor, USA (Ret) – Attended five funerals for WWII veterans. Recently received the highest award (The Minuteman Award) provided by Sons of the American Revolution. It is for distinguished service at the national level and is awarded to only 6 SAR members annually. Congrats!

VP Public Relations/Marketing: LTC Charles Poole, USA (Ret) – Absent. No report.

VP Logistics: 1LT Rebekah Emery, USA (Ret) – Received proof for street sign from JBSA. Contacted MOAA national who indicated the words Alamo Chapter could be incorporated into the logo. Consensus was that we would prefer to see the design before decision is final.

Chapter Affairs Officer: Col Irene Collier, USAF (Ret) – ARC is to be annexed into the City of Converse, currently in Windcrest.

Editor/VGSAA Rep: Col Kerry Green, USAF (Ret) – VGSAA dark in July & August.

Webmaster: Col Bill Hudson, USAF (Ret) – Absent. Website has been given a new look www.alamomoaa.org.

Administration: Trish Meserve – Reviewed calendar for updates. Sent out the following snail mail renewals – 194 for August; 19 2nd notices for July; 16 3rd notices for June and 3 Final Final notice for May. Deleted 14 from Apr for non payment of dues. Constant Contact mass email distribution has been set up which will save time and effort. Additional date that may be of interest to some is the 100th anniversary of the formation of the 90th Infantry Division on Aug 25 at the Quadrangle at 8:30am

Historian: LTC Kerry Reyna USA (Ret) – Absent. No report.

ARC Satellite Chapter: (Open) – No report.

Scholarship: Col Peter Hunt, USAF (Ret) – Combined JROTC and Scholarship meeting will be held on September 7th following the staff meeting. An article inviting membership participation will be included in the September Lariat.

JROTC: Col Dave Lynch, USAF (Ret) – Absent. No report.

Transition Liaison Officer: LtCol Kitty Meyers USAF (Ret) – Absent. No report.

Special Activities Representative: Susie Tolman (Auxiliary) – Was recently interviewed by a reporter from the MOAA magazine Military Officer for a story on the Cookie Angels.

Old Business: None

New Business:

- 1) Moving excess Operations account monies to a Money Market or CD was discussed in the financial report section.
- 2) Membership Directory – Trish advised the cost of each printed copy of the membership directory is \$4.27 including mailing versus a regular issue costing \$1.42. Decision should be made whether to continue with the Directory as a regular July Lariat or should it have its own special advertising to underwrite the cost, or just increase advertising revenue in general throughout the year to cover it.
- 3) Luncheons – It was suggested members should be encouraged to prepay for the luncheons to make registration and expenses easier to manage, so increasing price to those paying at the door seemed a good solution. Motion made by Kerry Green to increase Pay At The Door price by \$2 to \$22 and pre-pay price of \$20 remains. Seconded by Chaplain Taylor. Approved unanimously.

MEETING ADJOURNED at 11:37am.

Next Golf Planning Cmte meeting Monday 7 Aug 2pm

Next Board meeting Monday 9 Aug 10:30am

Next staff meeting Thursday 7 Sept 10am



Col David Patrick, USAF (Ret), Secretary