

# MILITARY OFFICERS ASSOCIATION OF AMERICA

ALAMO CHAPTER  
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## MINUTES OF STAFF MEETING

Thursday, September 1, 2011

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

**Attendees:** Col Irene Collier, Col Al Cote, Col Janice Edgerson, Col David Patrick, LtCol Ginny Alloway, LTC Randy Hoff, LtCol Ed Marvin, LtCol David Walker, Major Jim Cunningham, Major Josh Welch, Mavis Cleary, Susie Tolman, Trish Meserve.

Invocation by Ed Marvin and pledge by Jim Cunningham.

**Additions to Agenda:** 1) Retiree Appreciation Days, 2) Legislative Visitations

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

**President:** Maj Jim Cunningham – Has leads on a Program Director and PR/Marketing Director though both currently on vacation. Anniversary Dinner attendees are at 56 though more are expected. Spoke with General Lynch who will be providing an interesting PowerPoint presentation. According to Tom Pierce Wanda Hudson may attempt to attend the dinner. On Friday committee will meet to review the Community Heroes applications, committee includes David Patrick, Bill Goforth, Jim Cunningham, Karen Rankin and member of MOAA national. David Patrick, Jim Cunningham and Ed Marvin will be attending the President's Symposium in Kansas City 8-10 September.

**Treasurer:** Col Vaughn Caudill – Absent. David Patrick reviewed the Financials. Not much change from last month, will continue to track expected \$4k deficit.

### Outreach Account:

INCOME	January	February	March	April	May	June	July	August	YTD	Budget	Variance
Donations	2,900.00	500.00	200.00	20.00	50.00	200.00	50.00	510.00	4,430.00	\$4,000.00	\$430.00
Other					500.00	-			500.00	\$0.00	\$500.00
Golf Tournament									-		
In	-	2,040.00	5,175.00	3,444.40	-				10,659.40		
Out	-		(150.00)	(4,166.05)					(4,316.05)		
Total		2,040.00	5,025.00	(721.65)					6,343.35	\$8,000.00	-\$1,656.65
<b>TOTAL INCOME</b>	2,900.00	2,540.00	5,225.00	(701.65)	550.00	200.00	50.00	510.00	11,273.35	\$12,000.00	-\$726.65
<b>OUTFLOWS</b>											
Charity											
Wounded Warrior					2,855.00				2,855.00	\$4,000.00	\$1,145.00
Red Cross										\$500.00	\$500.00
Undesignated Charities										\$1,000.00	\$1,000.00
Total	-	-	-	-	2,855.00				2,855.00	\$5,500.00	\$2,645.00
Scholarships											
Torrey #1										\$2,000.00	\$2,000.00
Torrey #2										\$2,000.00	\$2,000.00
Torrey Runners Up (Cash)										\$400.00	\$400.00
JROTC #1										\$2,000.00	\$2,000.00
JROTC #2										\$2,000.00	\$2,000.00
Marvin										\$2,000.00	\$2,000.00
Total	-	-	-	-					-	\$10,400.00	\$10,400.00
<b>TOTAL OUTFLOW</b>	0.00	0.00	0.00	0.00	2,855.00	0.00	0.00	0.00	2,855.00	\$15,900.00	\$13,045.00
Decrease/Increase	2,900.00	2,540.00	5,225.00	(701.65)	(2,305.00)	200.00	50.00	510.00	8,418.35	-\$3,900.00	

**Operating Account – Income:**

	January	February	March	April	May	June	July	August	YTD	CY 11 Budget	Variance
<b>Membership Dues</b>											
MOAA National		970.00						920.00	1,890.00	\$3,300.00	(1,410.00)
New Aux									-	\$300.00	(300.00)
New Retired	15.00	50.00	40.00	15.00		25.00			145.00	\$1,800.00	(1,655.00)
New Active Duty			15.00			15.00			30.00	\$600.00	(570.00)
Renewal Aux	750.00	195.00	135.00	15.00	30.00	15.00	30.00		1,170.00	\$1,200.00	(30.00)
Renewal Retired	5,740.00	925.00	300.00	130.00	90.00	305.00	365.00	410.00	8,265.00	\$4,500.00	3,765.00
Renewal Active Duty	50.00	30.00	55.00	15.00	165.00	155.00	30.00	70.00	570.00	\$300.00	270.00
Total	\$ 6,555.00	\$ 2,170.00	\$545.00	\$175.00	\$285.00	\$515.00	\$425.00	\$1,400.00	\$12,070.00	\$12,000.00	70.00
<b>Non-Dues Revenue</b>											
Interest									-	\$75.00	(75.00)
Shirt Sales								20.00	20.00	\$250.00	(230.00)
Merchandise				25.00					25.00	\$200.00	(175.00)
Advertising/Lariat		1,350.00			4,800.00	1,320.00	4,320.00		11,790.00	\$13,000.00	(1,210.00)
Corporate Partnership						100.00	300.00		400.00	\$800.00	(400.00)
Donations to Chapter	1,605.00	255.00	220.00	-		45.00		50.00	2,175.00	\$2,000.00	175.00
Donations to Outreach						85.00	25.00		225.00	\$335.00	\$0.00
Social Events	690.00	1,085.00	950.00	-	660.00	930.00	-	1,220.00	5,535.00		
Total	\$ 2,295.00	\$ 2,690.00	\$ 1,170.00	\$ 25.00	\$ 5,460.00	\$ 2,480.00	\$ 4,645.00	\$ 1,515.00	20,280.00	\$16,325.00	3,955.00
<b>TOTAL INCOME</b>	<b>\$8,850.00</b>	<b>\$4,860.00</b>	<b>\$1,715.00</b>	<b>\$200.00</b>	<b>\$5,745.00</b>	<b>\$2,995.00</b>	<b>\$5,070.00</b>	<b>\$2,915.00</b>	<b>\$32,350.00</b>	<b>\$27,325.00</b>	<b>5,025.00</b>

**Operating Account – Outflows:**

Category	January	February	March	April	May	June	July	August	YTD	Budget	Variance
Bank Charge/Int	179.53	10.50	2.80		(82.71)				110.12	100.00	10.12
Board & Staff Mtg									-	50.00	(50.00)
D&O Insurance									-	500.00	(500.00)
Dues & Subscription	81.00	474.00	-						555.00	350.00	205.00
Focus/Advisory Groups									-	100.00	(100.00)
Independent Contr	1,020.00	1,080.00	1,604.00	480.00	1,500.00	540.00	1,440.00	360.00	8,024.00	12,000.00	(3,976.00)
Lariat Postage	1,185.00					1,000.00			2,185.00	2,750.00	(565.00)
Lariat Printing	621.93	614.80	611.75	603.16	592.05	590.26	1,659.74	597.06	5,890.75	9,600.00	(3,709.25)
Liability Insurance		425.00							425.00	350.00	75.00
Marketing									-	250.00	(250.00)
Membership Recruiting		25.00	25.00	25.00	38.00	25.00	25.00	50.00	213.00	500.00	(287.00)
Miscellaneous				831.25					831.25	100.00	731.25
Office	12.50	368.93	28.49	45.28	130.49	140.42	199.06	344.74	1,269.91	1,750.00	(480.09)
Personal Affairs									-	100.00	(100.00)
Postage & Delivery		174.85	53.80	45.00	89.00	89.00	88.00	86.00	625.65	1,250.00	(624.35)
ROTC			77.45		156.75				234.20	0.00	234.20
Social Events	783.96	1,088.00	1,022.88	30.00	840.84	736.25	-	923.70	5,425.63		
Solitaires									-	100.00	(100.00)
Special Activities									-	100.00	(100.00)
Telephone	-	103.26	194.80		118.47	194.85	-	205.65	817.03	1,200.00	(382.97)
Volunteer Recogn									-	250.00	(250.00)
<b>TOTAL OUTFLOWS</b>	<b>3,883.92</b>	<b>4,364.34</b>	<b>3,620.97</b>	<b>2,059.69</b>	<b>3,382.89</b>	<b>3,315.78</b>	<b>3,411.80</b>	<b>2,567.15</b>	<b>26,606.54</b>	<b>31,400.00</b>	<b>(4,793.46)</b>
<b>Surplus/(Deficit)</b>	<b>4,966.08</b>	<b>495.66</b>	<b>(1,905.97)</b>	<b>(1,859.69)</b>	<b>2,362.11</b>	<b>(320.78)</b>	<b>1,658.20</b>	<b>347.85</b>	<b>5,743.46</b>	<b>-4,075.00</b>	

**Reserve Balances:**

RESERVE BALANCES	31-Jan-11	28-Feb-11	31-Mar-11	30-Apr-11	31-May-11	30-Jun-11	31-Jul-11	31-Aug-11
Outreach								
RBFUC								
Savings	\$930.64	\$ 930.64	\$ 930.64	\$ 931.44	\$ 931.44	\$ 931.44	\$ 932.14	\$ 932.14
Money Market	\$9,109.93	\$12,013.80	\$12,518.01	\$13,376.19	\$16,756.49	\$16,962.91	\$17,019.86	\$15,537.07
Checking	\$1,177.53	\$ 1,152.53	\$ 1,152.53	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.23	\$ 2,500.23
Certificates	\$9,004.53	\$ 9,015.74	\$ 9,026.91	\$ 9,039.29	\$ 9,051.29	\$ 9,063.71	\$ 9,075.75	\$ 9,088.21
Total	\$20,222.63	\$23,112.71	\$23,628.09	\$23,846.92	\$27,239.22	\$27,458.06	\$27,527.98	\$28,057.65
Chapter Operations								
Broadway	\$16,700.23	\$16,805.89	\$19,727.42	\$17,016.14	\$16,553.25	\$13,347.47	\$14,985.67	\$15,504.95
USAA	\$15,548.07	\$15,563.68	\$15,571.36	\$15,571.36	\$15,571.36	\$15,592.73	\$15,592.73	\$15,604.46
Total	\$32,248.30	\$32,369.57	\$35,298.78	\$32,587.50	\$32,124.61	\$28,940.20	\$30,578.40	\$31,109.41

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

**Vice President Administration:** LTC Jim Webb – Absent, no report.

**VP Membership:** LTC Randy Hoff – Randy reviewed membership data - Active 317, Auxiliary 234, and Retired 654 for a total of 1205. Good recruitment month so far. Picked up 10 at the Texas Land Board Benefit Fair with help from Dave Padden – thank you! Obtained another 28 from Extravaganza, thanks to Ed Marvin and David Patrick picked up another 22 via his TOPS group at Randolph. Submitting the GMT's continues to make money for the

chapter. Will have table at MOAA Annual meeting at the Career Fair on the Thursday. MOAA will be putting local chapter contact information in the letter they send to new members.

**VP Programs:** (Open) – Wants all to encourage Active Duty soldiers to attend annual meeting – event is no charge for them. Beginning to work on 2012 program and invited suggestions for speakers. 50<sup>th</sup> Anniversary Dinner will have Janice's slide show of photos. Nametags and cards will be the ones usually used for luncheons. Janice and Jean planning on Anniversary Cake – Janice to contact MOAA to see if they will cover the cost.

**Buddy Program Status:** Mavis Cleary announced Marge Fraley would be taking over Solitaires in January and Mavis will speak to Jim about the Volunteer Coordinator position.

### **Staff Reports**

**Duty Officer:** Col Irene Collier – Barry Martin has resigned. Passed sign up sheet for Duty Officer coverage in September.

**Editor/VGSAA Rep:** Col Kerry Green – Absent. Number of Lariats being distributed via email is 598 and 607 hard copies. Having hip replacement surgery on 6<sup>th</sup>.

**Webmaster:** Col Bill Hudson – Absent. Trish advised Bill had received knowledge of some errors on the graphic version of the on line newsletter and will be changing it to a new format.

**Administration:** Trish Meserve – All dues notices and reminders are in the works. Calendar updates were noted. Advised postage for care packages sent to troop unit in Afghanistan amounted to \$125. Joe Campbell from the Red Cross who coordinated the collection included a flyer with our logo on it. Al Cote to refurbish chapter wreath and accompany it to the Veterans Day ceremony at Ft Sam National cemetery.

**Historian:** Col Janice Edgeron – Thanked Susie for identifying many of the folks in the photos she's using for the slide show both at the Anniversary dinner and the Annual meeting. Jean Truscott has been a great asset to the project. She is organizing the cake.

**TOPS:** Col David Patrick – Will be putting on a seminar at the President's meeting in Kansas City this weekend for the TOPS. Feels it needs to be re-branded with a different name such as Career Transition Officer. Participated in ETAP program at Randolph and signed up 22 new GMT members. TVC partnering with AVF at job fair at the MOAA Annual Meeting. Texas Coalition of Veterans is to recommend to the Texas senate what AVF does here should be statewide.

**Special Activities Representative:** Susie Tolman – VAV meeting scheduled for today.

**AFV Satellite:** Lt Col Ginny Alloway – Information regarding national meeting is in the AFV newspaper. David Patrick will send dinner flyer to Board member Lisa Skopal to put in the Roadrunner.

**Advertising Coordinator:** Lt Col David Walker – Nothing to report.

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

**Solitaires:** Mavis Cleary – Thanks Irene for covering Solitaires during July and August. Irene will be their speaker next week and talk about her recent travels. Per Irene Tour of Food Bank took place yesterday with 11 attendees. Bill Strout took photos. Surprisingly has good catering service and trustees from the jail work there. Inexpensive and good!

**VP Personal Affairs:** (Open). No report.

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

**PR & Marketing:** (Open) No report.

**VP Legislative Affairs:** Col Al Cote – Nothing to report. Attended VFW convention. They foresee bigger programs will feel the brunt of the cutbacks, medium sized project less hits and smaller projects the least.

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

### **Old Business:**

- 1) MOAA Annual meeting: All involved should wear their MOAA shirts. Hospitality room to be manned by Josh Welch, Janice Edgeron, Irene Collier and Dale Van de Hey. Encouraged all to attend as many events as they can.

**New Business:**

- 1) Retiree Appreciation Day: Randolph will be held at new location at Kendrick Club on Oct 21. Ft Sam on Nov 5.
- 2) Legislative Visit: Jim Cunningham was asked to set up breakfast meeting for Lloyd Doggett with area military dignitaries. Hector Villarreal, Stephen Speakes, General Valenzuela and Jim Cunningham attended with the goal to acquaint him with veterans' issues – homelessness, Tricare and retirement. May well do the same for his opponent Joaquin Castro.

NEXT MEETING: Thursday, Oct 6 at MOAA-AC Offices at 0900. **MEETING ADJOURNED at 10:52 am.**

A handwritten signature in black ink, appearing to read "David Patrick". The signature is fluid and cursive, with a large initial "D" and "P".

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Col David Patrick, USAF (Ret), Secretary