

MILITARY OFFICERS ASSOCIATION OF AMERICA

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

MINUTES OF STAFF MEETING Thursday, November 3, 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 Janice Edgerson, Col Kerry Green, Col Stu Myers, Col David Patrick, LTC Randy Hoff, LTC Jim Webb, Major Jim Cunningham, Mavis Cleary, Trish Meserve.
Guests: Marge Fraley, Col Dana Jacobson, LTC Rodney Takahashi.

Invocation and pledge led by Jim Cunningham.

Marge Fraley was introduced by Mavis Cleary as the new Solitaires Chair Person beginning in January. Col Dana Jacobson was introduced by Jim Cunningham as a representative from the Jacobson Law Firm, the chapter's new volunteer Legal Counsel. LTC Takahashi was introduced by Jim Cunningham as the new VP Programs.

Secretary: Col David Patrick – Minutes from October were reviewed and approved for filing. Reminder given for Board meeting on Nov 17 at Kendrick Club RAFB at 9am, just prior to Annual Business Meeting. Treasurer needs to prepare Financial Report and President the State of the Union report. Annual planning meeting will occur Thurs Dec 1 in place of staff meeting. Morning will entail 2012 planning with all staff and afternoon entails budget planning with Exec staff. Trish to send email re budget requirements for next year.

President: Maj Jim Cunningham – Thanked all for their help with the MOAA Annual meeting. Received compliments all around from MOAA national. Had 250+ at career Fair on Thursday, the Heroes Dinner Friday night at Knibbe Ranch was very successful with 500-600 people in attendance, and space was at a premium for the Saturday luncheon and dinner. MOAA reported it the largest Annual Meeting ever.

Treasurer: Col Vaughn Caudill – Absent. David Patrick reviewed the Financials. Deficit budget still likely to happen. Need to concentrate on advertisers for The Lariat next year.

Outreach Account:

INCOME	January	February	March	April	May	June	July	August	September	Oct	YTD	Budget
Donations	2,900.00	500.00	200.00	20.00	50.00	200.00	50.00	510.00	225.00	105.00	4,760.00	\$4,000.00
Other					500.00	-					500.00	\$0.00
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
TOTAL INCOME	2,900.00	2,540.00	5,225.00	(701.65)	550.00	200.00	50.00	510.00	225.00	105.00	11,603.35	\$12,000.00
OUTFLOWS												
Charity												
Wounded Warrior					2,855.00						2,855.00	\$4,000.00
Red Cross										500.00	500.00	\$500.00
Undesignated Charities									125.93		125.93	\$1,000.00
Total	-	-	-	-	2,855.00	-	-	-	125.93	500.00	3,480.93	\$5,500.00
Scholarships												
Torrey #1								2,000.00			2,000.00	\$2,000.00
Torrey #2									2,000.00		2,000.00	\$2,000.00
Torrey Runners Up (Cash)											-	\$400.00
JROTC #1											-	\$2,000.00
JROTC #2											-	\$2,000.00
Marvin									2,000.00		2,000.00	\$2,000.00
Total	-	-	-	-				2,000.00	4,000.00		6,000.00	\$10,400.00
TOTAL OUTFLOW	0.00	0.00	0.00	0.00	2,855.00	0.00	0.00	2,000.00	4,125.93	500.00	9,480.93	\$15,900.00
Decrease/Increase	2,900.00	2,540.00	5,225.00	(701.65)	(2,305.00)	200.00	50.00	(1,490.00)	(3,900.93)	(395.00)	2,122.42	-\$3,900.00

Operating Account – Income:

	January	February	March	April	May	June	July	August	September	Oct	YTD	CY 11 Budget
Membership Dues												
MOAA National		970.00						920.00			1,890.00	\$3,300.00
New Aux											-	\$300.00
New Retired	15.00	50.00	40.00	15.00		25.00					145.00	\$1,800.00
New Active Duty			15.00			15.00					30.00	\$600.00
Renewal Aux	750.00	195.00	135.00	15.00	30.00	15.00	30.00		45.00	15.00	1,230.00	\$1,200.00
Renewal Retired	5,740.00	925.00	300.00	130.00	90.00	305.00	365.00	410.00	325.00	70.00	8,660.00	\$4,500.00
Renewal Active Duty	50.00	30.00	55.00	15.00	165.00	155.00	30.00	70.00	90.00	145.00	805.00	\$300.00
Total	\$ 6,555.00	\$ 2,170.00	\$545.00	\$175.00	\$285.00	\$515.00	\$425.00	\$1,400.00	\$460.00	\$230.00	\$12,760.00	\$12,000.00
Non-Dues Revenue												
Interest											-	\$75.00
Shirt Sales								20.00		20.00	40.00	\$250.00
Merchandise				25.00							25.00	\$200.00
Advertising/Lariat		1,350.00			4,800.00	1,320.00	4,320.00				11,790.00	\$13,000.00
Corporate Partnership						100.00	300.00				400.00	\$800.00
Donations to Chapter	1,605.00	255.00	220.00	-		45.00		50.00	45.00	14.95	2,234.95	\$2,000.00
Donations to Outreach						85.00	25.00	225.00	105.00	35.00	475.00	\$0.00
Social Events	690.00	1,085.00	950.00	-	660.00	930.00	-	1,220.00	3,730.00		9,265.00	\$0.00
Total	\$ 2,295.00	\$ 2,690.00	\$ 1,170.00	\$ 25.00	\$ 5,460.00	\$ 2,480.00	\$ 4,645.00	\$ 1,515.00	\$ 3,880.00	\$ 69.95	24,229.95	\$16,325.00
TOTAL INCOME	\$8,850.00	\$4,860.00	\$1,715.00	\$200.00	\$5,745.00	\$2,995.00	\$5,070.00	\$2,915.00	\$4,340.00	\$299.95	\$36,989.95	\$27,325.00

Operating Account – Outflows:

Category	January	February	March	April	May	June	July	August	September	Oct	YTD	Budget
Bank Charge/Int	179.53	10.50	2.80		(82.71)						110.12	100.00
Board & Staff Mtg											-	50.00
D&O Insurance											-	500.00
Dues & Subscription	81.00	474.00	-								555.00	350.00
Focus/Advisory Groups											-	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	1,560.00	480.00	10,064.00	12,000.00
Lariat Postage	1,185.00					1,000.00				500.00	2,685.00	2,750.00
Lariat Printing	621.93	614.80	611.75	603.16	592.05	590.26	1,659.74	597.06	584.88	576.90	7,052.53	9,600.00
Liability Insurance		425.00									425.00	350.00
Marketing											-	250.00
Membership Recruiting		25.00	25.00	25.00	38.00	25.00	25.00	50.00	55.00	25.00	293.00	500.00
Miscellaneous				831.25							831.25	100.00
Office	12.50	368.93	28.49	45.28	130.49	140.42	199.06	344.74	110.24	566.93	1,947.08	1,750.00
Personal Affairs											-	100.00
Postage & Delivery		174.85	53.80	45.00	89.00	89.00	88.00	86.00	178.00		803.65	1,250.00
ROTC			77.45		156.75						234.20	0.00
Social Events	783.96	1,088.00	1,022.88	30.00	840.84	736.25	-	923.70	3,652.68		9,078.31	1,000.00
Soitaires											-	100.00
Special Activities											-	100.00
Telephone	-	103.26	194.80		118.47	194.85	-	205.65	105.77	105.95	1,028.75	1,200.00
Volunteer Recogn											-	250.00
TOTAL OUTFLOWS	3,883.92	4,364.34	3,620.97	2,059.69	3,382.89	3,315.78	3,411.80	2,567.15	6,246.57	2,254.78	35,107.89	32,400.00
Surplus/(Deficit)	4,966.08	495.66	(1,905.97)	(1,859.69)	2,362.11	(320.78)	1,658.20	347.85	(1,906.57)	(1,954.83)	1,882.06	-5,075.00

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	30-Sep-11	31-Oct-11
Outreach										
RBFUC										
Savings	\$930.64	\$ 930.64	\$ 930.64	\$ 931.44	\$ 931.44	\$ 931.44	\$ 932.14	\$ 932.14	\$ 932.14	\$ 732.84
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	\$13,769.34	\$13,775.15
Checking	\$1,177.53	\$ 1,152.53	\$ 1,152.53	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.23	\$ 2,500.23	\$ 374.30	\$ 159.61
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	\$ 9,100.68	\$ 9,112.77
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	\$24,176.46	\$23,780.37
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	\$13,091.95	\$11,137.12
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	\$15,604.46	\$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	\$28,696.41	\$26,741.58

Social Events:

Social Events	Expenses	Income	Profit/Deficit	Budget
January	783.96	690.00	(93.96)	
February	1,088.00	1,085.00	(3.00)	
March	1,022.88	950.00	(72.88)	
April	30.00		(30.00)	
May	840.84	660.00	(180.84)	
June	736.25	930.00	193.75	
July	-	-	-	
August	923.70	1,260.00	336.30	
September	3,652.68	3,690.00	37.32	
October	-	-	-	
November				
December				
Total	9,078.31	9,265.00	186.69	-\$1,000.00

Executive VP Operations: LTC Bill Goforth – Absent. Reported that the Annual meeting seemed to be very successful.

Vice President Administration: LTC Jim Webb – Beginning to work on the ROTC for High Schools and colleges for next year. Will coordinate with ROA and MOWW to combine presenters to enable more schools to be served.

Plans to meet with University graduating class before awards ceremony to speak about MOAA and have them complete the membership applications. Jim C & Dana Jacobson discussed opportunities of doing more throughout the year with the ROTC class instructors – a presentation perhaps. Who is the face of MOAA?

VP Membership: LTC Randy Hoff – Thanked Josh Welch, Mavis Cleary and Ed Marvin for their invaluable assistance at recent recruiting events. Randy reviewed membership data - Active 330, Auxiliary 230, Former 2, and Retired 631 for a total of 1193. As of 31 October chapter is #4 nationally for recruitment, #2 in chapters over 500 members. Needs assistance with Ft Sam RAD on 5 Nov. Jim to help but must float as Retiree Council member. Rodney and Jim W may be able to help. Proposed new idea to increase retirees who are more likely to renew by offering to pay the \$30 to national – of which the chapter will be reimbursed \$20. Will test at Ft Sam Retiree Day.

VP Programs: (Open) – General Rice is speaker at Annual Business Meeting, preceded by Board meeting. Jim to contact protocol at RAFB re marketing the luncheon. Christmas Party on Dec 9 at RAFB Parr Club with Santa & Elves. Program and band TBD. Speakers for next year could include Bruce Furbish Executive Director of ARC or ARC's Chairman of the Board. Rodney Takahashi may take on this position.

Buddy Program Status: Mavis Cleary brought Marge Fraley. Janice Edgerson working on past colleague.

Action Plan Scorecard: Items on scorecard were discussed and status noted. David to present findings at Board meeting.

Staff Reports

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

Duty Officer: Col Irene Collier – Sent around list for coverage during November. Bill Polasek will likely not be back this month due to illness.

Editor/VGSAA Rep: Col Kerry Green – Wrote blurb for Ft Sam Volunteer Guide – Jim & David to review it and San Antonio Retired Officers Association – was it us? Received Border Bulletin from El Paso chapter – very impressed. The type of ads included in it will give you an idea of what we are looking for The Lariat. The Lariat needs to include more items of interest for Active Duty members. Trish to email advertising rates to all.

Webmaster: Col Bill Hudson – Absent. Nothing to report.

Administration: Trish Meserve – All dues notices and reminders are in process of being sent. No Calendar updates were reported. For November's Lariat we sent 593 hard copies through the mail and 605 on line editions. New printer is working wonderfully. Toner for old printer will be donated to Red Cross as they have the same printer. Updated roster is attached to last page of materials.

Historian: Col Janice Edgerson – Jim C thanked her and her team for the outstanding job done at the MOAA Annual meeting. She requested any pics taken at both the Anniversary Dinner and Annual meeting to be emailed to her, preferably with names!

TOPS: Col David Patrick – Will participate in the FCEA Career Fair on Dec 14-15. Jim to assist at the recruiting table.

Special Activities Representative: Susie Tolman – Absent. Had received letter from VA advising the chapter could still decorate the Hospice wards on either of 28, 29 or 30 Nov. Participating members chose Tuesday 29 Nov.

AFV Satellite: Lt Col Ginny Alloway – Absent. No report.

Advertising Coordinator: Lt Col David Walker – Absent. No report.

Volunteer Coordinator: (Open) No Report.

Solitaires: Mavis Cleary – Solitaires last 2 programs were Country & Western singers and a slide show by Irene Collier. There will be a brunch on the Sunday after Thanksgiving and a pot luck on 3 Dec at Mavis' house. Has not yet had a chance to look into idea of having a chapter function at Harlequin Dinner Theatre, possibly in conjunction with AUSA.

VP Personal Affairs: Col Stu Myers – has been checking obits last few days. None except for "referral" from ARC by Irene for LtCol Astrid Laborenz who passed on 10/28. No family. Irene represented MOAA-AC and attended the funeral. Will remain as Duty Officer for 2 Fridays per month, and will attend next HCAC meeting when date is posted.

Chaplain: Chaplain Taylor – Absent. No report.

PR & Marketing: (Open) No report.

VP Legislative Affairs: Col Al Cote – Absent. Jim reminded al to vote yes for Prop 1 and Prop 10.

MOAA Auxiliary: Pat Shecter – Absent. There are 3 cell phones in the office and Jim C says he has some at home.

New Business:

1) Chapter has been asked to participate on DoD Task Force for wounded warriors. Jim C will likely need to sit on a panel as president.

NEXT MEETING: Thursday, Dec 1 (Planning Meeting) at MOAA-AC Offices at 0900.

MEETING ADJOURNED at 11:05 am.

A handwritten signature in black ink, appearing to read "David Patrick". The signature is fluid and cursive, with the first name "David" being more prominent than the last name "Patrick".

Col David Patrick, USAF (Ret), Secretary