

# MILITARY OFFICERS ASSOCIATION OF AMERICA

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

## MINUTES OF STAFF MEETING

Thursday, Nov 7, 2013

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 Edgeron, Col Kerry Green, Col Stu Myers, Col David Patrick, Col Barbara Ramsey, LTC Randy Hoff, LtCol Ed Marvin, LTC Chaplain James Taylor, MAJ Jim Cunningham, Eileen Parker, Pat Shecter, Susie Tolman,

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

No additions to the agenda.

Pat Shecter introduced her new "buddy", Eileen Parker. Welcome!

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

**President:** Maj Jim Cunningham

- Randy Hoff has been named the premier Membership Chair in all of MOAA. Congrats!
- Jan 1, 2014 will be the annual Army football game. If interested in attending or being on the field at half time to honor vets let me know.
- MOAA will be having their National Spouses Symposium in San Antonio in Feb 2014.
- Propositions 1 & 4 were passed at about an 80% rate in recent election. This is good news.
- Check out MOAA Connect on [www.moaa.org](http://www.moaa.org). Good way to network and connect to members.
- Our annual business meeting will be on Nov 21 in conjunction with the luncheon.
- Our Holiday party will be at the Ft. Sam Houston golf club on Thurs, Dec 12.
- The MOAA Hill Country maybe folding. I will be visiting with them on options, i.e., become a satellite of Alamo Chapter.
- Recently received the TX ROTC brigade list of all units in TX – good work Jim Webb.
- Brig Gen Jim Doty (Ret, USAR) and the current G-5 for HQ IMCOM will be joining our board.

**Treasurer:** Col David Patrick – October financials were reviewed and approved for filing.

### Outreach Account:

<u>INCOME</u>	<u>August</u>	<u>September</u>	<u>Oct</u>	<u>YTD</u>	<u>2013 Budget</u>	<u>Variance</u>
Donations	450.00	164.00	225.00	7,132.22	\$ 6,000.00	1,132.22
Other				1,000.00		1,000.00
Golf Tournament						-
In	9,875.00	14,410.00		26,410.00	\$ 13,000.00	13,410.00
Out		11,803.45	400.00	12,803.45	\$ 4,000.00	8,803.45
Sub Total Golf	9,875.00	2,606.55	(400.00)	13,606.55	\$ 9,000.00	4,606.55
<b>TOTAL INCOME</b>	<b>10,325.00</b>	<b>2,770.55</b>	<b>(175.00)</b>	<b>21,738.77</b>	<b>\$ 15,000.00</b>	<b>6,738.77</b>
<b>OUTFLOWS</b>						
Charity						
Wounded Warrior				-	\$ 4,150.00	(4,150.00)
Red Cross				100.00	\$ 500.00	(400.00)
Undesignated Charities				200.00	\$ 100.00	100.00
Total	-	-	-	300.00	\$ 4,750.00	(4,450.00)
Scholarships						
Torrey 2K	2,000.00			2,000.00	\$ 2,000.00	-
Torrey 2K				2,000.00	\$ 2,000.00	-
Gen Herring (JROTC #1)				2,000.00	\$ 2,000.00	-
McCarthy (JROTC #2)	2,000.00			2,000.00	\$ 2,000.00	-
Marvin (Chapter)	2,000.00			2,000.00	\$ 2,000.00	-
Col Shean Bequest				1,000.00		
Last Yrs Torrey				2,000.00	\$ -	2,000.00
Total	6,000.00	-	-	13,000.00	\$ 10,000.00	3,000.00
<b>TOTAL OUTFLOW</b>	<b>6,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>13,300.00</b>	<b>\$ 14,750.00</b>	<b>(1,450.00)</b>
Decrease/Increase	4,325.00	2,770.55	(175.00)	8,438.77	\$ 250.00	8,188.77

**Operating Account – Income:**

	<u>August</u>	<u>September</u>	<u>Oct</u>	<u>YTD</u>	<u>2013 Budget</u>	<u>Variance</u>
<b>Membership Dues</b>						
MOAA National				\$3,180.00	\$ 1,500	\$1,680.00
New Aux				\$0.00	\$ 30	-\$30.00
New Retired	80.00			\$116.28	\$ 60	\$56.28
New Active Duty				\$25.00	\$ -	\$25.00
New Former				\$0.00	\$ 30	-\$30.00
Renewal Aux			45.00	\$1,418.53	\$ 1,400	\$18.53
Renewal Retired	455.00	270.00	160.00	\$8,057.09	\$ 7,500	\$557.09
Renewal Active Duty	50.00	30.00	50.00	\$716.91	\$ 500	\$216.91
Renewal Former				\$25.00	\$ -	\$25.00
Total	\$585.00	\$300.00	\$255.00	\$13,538.81	\$ 11,020	\$2,518.81
<b>Non-Dues Revenue</b>						
Interest				\$0.00	\$ -	\$0.00
Trip Rewards						
Shirt Sales				\$100.00	\$ -	\$100.00
Merchandise			13.00	\$227.00	\$ -	\$227.00
Advertising Lariat				\$15,870.00	\$ 17,000	-\$1,130.00
Corporate Partnership				\$496.35	\$ 1,500	-\$1,003.65
Donations to Chapter	325.00		75.00	\$4,917.55	\$ 3,000	\$1,917.55
Donations to Outreach	164.00	225.00	375.00	\$8,507.22	\$ 6,000	\$2,507.22
Social Events	1,146.00	1,062.00	1,242.00	\$10,284.67	\$ 12,500	-\$2,215.33
Total	\$ 1,635.00	\$ 1,287.00	\$ 1,705.00	\$40,402.79	\$ 40,000	\$402.79
<b>TOTAL INCOME</b>	\$2,220.00	\$1,587.00	\$1,960.00	\$53,941.60	\$ 51,020	\$2,921.60

**Operating Account – Outflows:**

<u>Category</u>	<u>August</u>	<u>September</u>	<u>Oct</u>	<u>YTD</u>	<u>2013 Budget</u>	<u>Variance</u>
Bank Charge/Int				71.47	\$ 50	(21.47)
Board & Staff Mtg				39.74	\$ -	(39.74)
Copier Mntrn Agreement				390.00	\$ -	(390.00)
Credit Card Losses Square	68.21	130.87	7.17	342.47	\$ -	(342.47)
Credit Card Losses PayPal	20.96	34.92	6.25	105.41	\$ -	(105.41)
D&O Insurance				-	\$ 500	500.00
Dues & Subscription				1,058.20	\$ 1,250	191.80
Focus/Advisory Groups				-	\$ 50	50.00
Independent Contr	1,125.00	1,125.00	1,125.00	11,237.50	\$ 13,500	2,262.50
Lariat Postage			1,000.00	3,190.00	\$ 3,000	(190.00)
Lariat Printing	553.80	536.97	1,074.29	7,997.01	\$ 8,200	202.99
Liability Insurance		527.00		952.00	\$ 450	(502.00)
Marketing			13.00	13.00	\$ 100	87.00
Membership Recruiting		-	25.00	150.00	\$ 300	150.00
Miscellaneous			-	100.00	\$ 50	(50.00)
Office	30.99	732.55	41.99	1,807.18	\$ 2,300	492.82
Personal Affairs				-	\$ -	-
Postage & Delivery	137.75	93.75		801.20	\$ 1,250	448.80
ROTC				187.35	\$ 200	12.65
Social Events	2,951.00	2,034.12	1,252.00	10,080.12	\$ 12,500	2,419.88
Solitaires				-	\$ 125	125.00
Special Activities			339.72	339.72	\$ 600	260.28
Telephone	134.55	166.35	146.36	1,530.34	\$ 1,400	(130.34)
Trans To Outreach	450.00	164.00	225.00	8,132.22	\$ 6,000	(2,132.22)
Volunteer Recogn				-	\$ 100	100.00
<b>TOTAL OUTFLOWS</b>	5,472.26	5,545.53	5,255.78	48,524.93	\$ 51,925	3,400.07
<b>Surplus/(Deficit)</b>	(3,252.26)	(3,958.53)	(3,295.78)	5,416.67	(905.00)	6,321.67

**Reserve Balances:**

<u>RESERVE BALANCES</u>	<u>31-Aug-13</u>	<u>30-Sep-13</u>	<u>31-Oct-13</u>
Outreach			
RBFCU			
Savings	\$ 306.47	\$ 306.47	\$ 306.62
Money Market	\$ 9,788.59	\$ 9,791.57	\$10,182.98
Checking	\$ 514.38	\$ 678.38	\$ 514.59
Certificates	\$ 9,291.49	\$ 9,298.68	\$ 9,305.64
Total	\$19,900.93	\$20,075.10	\$20,309.83
Chapter Operations			
Broadway	\$33,034.80	\$31,682.82	\$28,070.91
USAA	\$15,774.71	\$15,774.71	\$15,774.71
Total	\$48,809.51	\$47,457.53	\$43,845.62

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

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

**VP Membership:** LTC Randy Hoff – Reviewed Membership chart: Active Duty 453, Auxiliary 215, Former 16, Retired 841 for a total of 1524 members.

Hoff noted that we have not made a donation to the Red Cross in appreciation for our office space. Patrick moved and Taylor second to donate \$400 to the Red Cross during the Holiday as a gift.

**VP Programs:** (Open) – Next luncheon is Nov 21 with Sheriff Pamerleau as guest speaker. Jim to call her prior to luncheon. Dec 12 is the Holiday Party at the Ft. Sam Golf course. Possible speaker for Jan 2014: Brig Gen LaBrutta, 502<sup>nd</sup> Air Base Wing Commander. Was suggested we present the check from the Golf Tournament to he and Judith Markeltz at this time.

**Buddy Program Status** – Again, welcomed Eileen Parker.

**Task Review:** Updates were given by the points of contact. Jim to submit request for reimbursement to Collette Travel, Jim to submit suggested design of coin to vendor; Sending list of AFV potential chapter members to Bill Knehans – done. Wine & Cheese and solitaires event at AFV are works in progress.

### **Staff Reports**

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

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

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

**Duty Officer:** Col Irene Collier – No report.

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

**Webmaster:** Col Bill Hudson – No report.

**Administration:** Jim Cunningham – Requested calendar updates.

**Historian:** Col Janice Edgerson – No report.

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

**Transition Liaison Officer:** Col David Patrick – No report.

**Special Activities Representative:** Susie Tolman – There were no representatives from the chapter at the last VAC meeting. Commissary will provide items for the VA Christmas Goodie Bags on Nov 15, may need space for storage. December 2<sup>nd</sup> is date chosen to decorate the Hospice wards.

**AFV Satellite:** CAPT Bill Knehans – Absent - No report.

**Advertising Coordinator:** (Open). Plan to review the 2014 rate structure during December Planning session.

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

**Solitaires:** Pat Shecter – Potluck on Sat Dec 7<sup>th</sup> at 11:00a at Betty Mill's house – this will be the only Solitaires event in Dec. Jan 7<sup>th</sup> will be regular luncheon at Ft. Sam Golf Club at 11:00a. Irene Collier will give talk about her recent trip. Brunch will be Jan 27<sup>th</sup> at Parr Club, Jt. Base SA.

**VP Personal Affairs:** Col Stu Myers – Three deaths reported – two auxiliary and one retired. .

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

**Ed Marvin:** National MOAA is look at, perhaps, new metrics for the Chapters of Excellent award. Email Ed if you have ideas.

**Old Business:**

None

**New Business:**

None

**MEETING ADJOURNED at 10:35am.**

Planning meeting will be held on Tuesday Dec 3<sup>rd</sup> at MOAA-AC Offices at 9am.

Next regular staff meeting scheduled for Thursday, Jan 9th at MOAA-AC Offices at 9am.

Next Board meeting Tue, Nov 19th @10am.

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

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Col David Patrick, USAF (Ret), Secretary