



**AIR NATIONAL GUARD
Noncommissioned Officer
Academy Graduate Association**

23 Oct 2015

MEMORANDUM FOR ANG CHAPTER ONE BOARD OF DIRECTORS

FROM: PRESIDENT, ANG NCOAGA CHAPTER ONE BOARD OF DIRECTORS, CMSgt (Ret) Doug Schulz

SUBJECT: Minutes of the ANG NCOAGA Chapter One Board of Directors Meeting – 28 Sep 2015, via telecon.

1. President Schulz opened the BOD meeting at 1812 hrs EST. President Schulz led the Pledge of Allegiance and said an opening prayer.
2. Secretary Oster completed the roll call and declared **no quorum**.
 - a. Executive Board (Elected, Voting Members)
 - P President, CMSgt (Ret) Schulz
 - P 1st Vice, CMSgt (Ret) Welton
 - P 2nd Vice, MSgt Cawfield
 - P Secretary, MSgt (Ret) Oster
 - E Treasurer, MSgt (Ret) Hollar
 - b. Regional Directors (Elected, Voting Members)
 - E Region 1 MSgt (Ret) Washburn
 - E Region 2 SMSgt (Ret) Montgomery
 - V Region 3 (VACANT)
 - P Region 4 SMSgt (Ret) Barnes
 - E Region 5 MSgt Happ
 - E Region 6 MSgt Vickrey
 - c. Advisors to the Board (Non-voting Members)
 - P The Commandant, Chief Walden
 - P Pres XOfficio, CMSgt Richardson
 - E Past President, Chairman, CMSgt (Ret) Van Roo
 - E Liaison to ANG Director (ANG/CCM) CMSgt Hotaling
 - d. Directors-at-Large (Appointed, Nonvoting Members)
 - E Membership, MSgt (Ret) Creasser
 - E Ways & Means, MSgt Harwood
 - P Parliamentarian, SMSgt (Ret) Anderson
 - E TEC CMSgt (Ret) Damrow
 - E Graduate, Maj (Ret) Koenig
 - N/A No additional guests in attendance

OLD BUSINESS

1. Approval of 27 Aug 2015 BOD Meeting Minutes (OPEN).
2. Approval of 28 Sep 2015 BOD Discussion Minutes (OPEN).
3. Complete update of the Obelisk with names. CMSgt (Ret) Damrow was not present to give an update. Money will be used from the gift shop for the work. POC: CMSgt (Ret) Damrow (OPEN).
4. President XOfficio Richardson working with Treasurer Hollar on completing the Reimbursement Appendix. Almost completed; suspense 28 Oct 2015. POC: CMSgt (Ret) Richardson (OPEN).
5. President Schulz will be at TEC the second week of December 2015 archive of the Treasurer records. Volunteers are welcome to assist. Suspense is GMM48. See #8. POC: CMSgt (Ret) Schulz (CLOSED).
6. Yankee Candle – National Fund Raiser. Official deadline is 1 Jan 2016. Update for the past month was a profit of \$137 which was forward to the Treasurer. POC: MSgt Harwood (OPEN).
7. Be Square Society.
 - a. Application form has been made electronically fillable and posted on website. Need to take Sally Skippers name off and replace with the current DAL Ways and Means. POC: MSgt Cawlfild/MSgt Vickery (OPEN).
 - b. Traveling board with names of members needs to be located. Has not been located yet. Trying to find a picture of it to post on Facebook asking members if they know where it is located. . CMSgt (Ret) Richardson and SMSgt (Ret) Barnes attending the retirees breakfast in Charlotte, NC next month and will try to locate the traveling Be Square Society display POC: MSgt Vickery (OPEN).
 - c. Possibility of creating a virtual board. POC: Working on designing in publisher to be posted on website. Suspense is GMM48. MSgt Harwood/MSgt Vickrey (OPEN).
8. Deficiencies on Be Square Society program. Contacting members that are on the list if they still intend to pay according to the guidelines. Last spreadsheet is Jun 2014 and will work with MSgt Happ, past DAL Ways and Means, on updating the listing. POC: MSgt Harwood (OPEN).
9. Digital Archiving of Records & Historical Records Location. CMSgt (Ret) Schulz will be going to TEC the second week of December 2015 to archive financial records. CMSgt (Ret) Richardson will archive Secretary's records. Location for hard copy records has not been determined. Suspense is GTMM48. POC: CMSgt (Ret) Schulz (OPEN).
10. Membership. CMSgt (Ret) Schulz will work with the liquidation of the Gift Shop and possibly give some of the items to new members. POC: CMSgt (Ret) Schulz (OPEN).
11. Airman Leadership School (ALS) graduates should be highlighted on our website. CMSgt (Ret) Schulz has not been able to contact Public Affairs at TEC about putting names with pictures on our Facebook page. Unsure of policy about social media. CMSgt Walden advised to contact MSgt Michael smith or SMSgt Paul Mann, at TEC PA. Call Sabrina at 865-336-3521 to obtain a good number for PA. POC: CMSgt (Ret) Schulz (OPEN).

12. Association Guidance Handbook (AGH) changes. Requested the suspense date moved to 1 Dec 2015. All board members send changes to the secretary as soon as possible. POC: MSgt (Ret) Oster (OPEN).
 - a. Board members and advisors review your duty positions and send any changes to the secretary.
 - b. If you see any grammatical errors in the AGH please notify the secretary for necessary changes.
13. NCOAGA Quick Reference Sheet updated. Suspense 1 Jan 2016. The external quick reference sheet is complete and sent out for publication to the Website, the Graduate and the Facebook page. The internal BOD quick reference is still in the works. POC: MSgt (Ret) Oster (OPEN).
14. MSgt Bennie Frick Scholarship. President XOfficio Richardson has the letter from CMSgt (Ret) Bill Quinn on the guidelines for the funds from the scholarship. CMSgt (Ret) Richardson has drafted a paragraph to be incorporated into the AGH. She has sent to CMSgt (Ret) Schulz and SMSgt (Ret) Anderson for review. Our attorney, Joel Bacon said the Bennie Frick scholarship information will NOT be incorporated into the Articles and By-Laws, only put in the AGH. The recommendation will be submitted to the Constitution and By-Laws committee at GMM48 for AGH approval. POC CMSgt (Ret) Richardson (OPEN).
15. Review the NCOAGA vision and mission statement. POC: CMSgt (Ret) Schulz (OPEN).
 - a. CMSgt Walden made a recommendation to review vision and mission statement and realign it with the current enlisted PME teachings. Vision and mission statements need to inspire enlisted members to attend in residence. Should promote PME as a whole since in-residence is no longer a requirement for promotion in the Air Force. All enlisted members must complete the correspondence course. FY2016 quotas: ILE (In-residence NCOA) 150 positions; ALE (In-residence SNCOA) 180 positions. Over 2,000 enlisted members will complete the correspondence courses every year. In-residence PME will not go back to the old style.
 - b. Commandant needs us to promote any type of PME, must complete correspondence course because is mandatory. Need chapters active to encourage enlisted members to go on to in-residence portion.
 - c. 1VP Welton made the recommendation to remove the wording *“in-residence”* from the mission statement. Parliamentarian Anderson disagreed because that is what our name is for. There was an open discussion.
 - d. CMSgt (Ret) Schulz wants each member of the board of directors to submit a draft version of a new mission and vision statement before the Oct 2015 meeting.
 - e. Need NCOAGA chapters to actively encourage enlisted members to attend in-residence PME after completing the Distance Learning (DL).
16. Affirmation of Compliance and Disclosure Statement – 2015-2016 BOD members. POC: MSgt (Ret) Oster (OPEN).
 - a. Missing disclosure statements:
 - i. CMSgt (Ret) Schulz
 - ii. Maj (Ret) Koenig
 - iii. SMSgt (Ret) Anderson

- iv. MSgt (Ret) Washburn
- b. Please send in your signed disclosure statement by next board meeting.
- c. If you sent it to me and your name is listed please resend.
- 17. National NCOAGA email account – ncogachapter1@gmail.com . A memo to the board was sent out explaining the guidelines for the general email account by next board meeting. POC: MSgt (Ret) Oster (OPEN).

NEW BUSINESS

1. TREASURER REPORT: CMSgt (Ret) Richardson gave report for MSgt (Ret) Hollar.
 - a. Wells Fargo account:
 - i. Business Checking account: \$14,344.42
 - ii. Betty Fearn Savings account: \$1,912.03
 - iii. Life Savings account: \$509.01
 - iv. Bennie Frick Savings account: \$501.03
 - v. General Scholarship account: \$1,500.98
 - vi. TOTAL: \$18,767.47
 - b. USAA account:
 - i. Bennie Frick \$1,312.17 (\$20,000 CD)
 - ii. Life Account: Short Term Bond Fund \$2,805.41 (\$20,000 CD)
 - c. CMSgt (Ret) Bill Kohler advised that there is an organization that is donating \$2,900 to the NCOAGA Chapter 1 Betty Fearn Scholarship program. Will advise when the deposit has been made. POC: CMSgt (Ret) Richardson (OPEN).
 - d. 1VP Welton has received \$1,000 from USAA for FY2016 scholarship fund.
2. REGION REPORTS:
 - a. REGION 1 Report. MSgt (Ret) Washburn excused from the meeting.
 - b. REGION 2 Report. SMSgt (Ret) Montgomery excused from the meeting.
 - c. REGION 4 Report. SMSgt (Ret) Barnes, no report.
 - d. REGION 5 Report. MSgt Happ was excused from the meeting.
 - e. REGION 6 Report. MSgt Vickrey was excused from the meeting.
3. Retrieving Life Membership dues from general account. POC: CMSgt (Ret) Schulz. CMSgt Richardson had discovered that life membership dues had not been deposited in the specific life account set up for this membership. 2015: \$3,120; 2014: \$850; 2013: \$350; 2012: \$1,400; 2011: \$5,150. Will vote on whether to leave in general account or move to the life account.
4. NCOAGA Coins. POC: CMSgt (Ret) Schulz
 - a. Need to liquefy the current coins in the gift shop, maybe give out to new members to liquefy gift shop.
 - b. Research making an ANG Enlisted coin instead of a NCOAGA coin.
5. GMM47 Committee Reports. Turn in all electronic committee reports to secretary by 1 Nov 2015. POC: MSgt (Ret) Oster. **Will email out what reports are still missing.**
6. GMM48 – Need information from the BOD on good dates in June, July, and August 2016 for having the general meeting. Contact MSgt Kim Bowman in CMSgt Hotaling’s office for available date in June – August 2016 for the ANG CCM to attend. POC: CMSgt (Ret) Schulz (OPEN).

7. Gift shop room at TEC. Are we going to have any memorabilia any longer? Doug – not in business any longer. Nothing was selling. CMSgt Walden needs to discuss about what to do with the room. Looking at turning into a library for TEC. Open for discussion. What are the plans for the room? POC: CMSgt (Ret) Schulz (OPEN).
8. Next board of directors meeting is Wednesday, 28 October 2015 @ 1800 EST.

FOR THE GOOD OF THE ASSOCIATION

NOTHING FOR THE GOOD OF THE ASSOCIATION.

Meeting adjourned at 2000 hours EST.

//RECORDED//

Phyllis R. Oster, MSgt (Ret)
Secretary, NCOAGA Chapter 1

//SIGNED//

Doug Schulz
Doug Schulz, CMSgt (Ret)
President, NCOAGA Chapter 1