



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

12 January 2016

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 – 30 November 2015, via telecom.

1. President Schulz opened the BOD meeting at 1805 hrs EST. President Schulz led the Pledge of Allegiance and said an opening prayer.
2. Secretary Oster completed the roll call and declared **a quorum**.
  - a. Executive Board (Elected, Voting Members)
    - P   President, CMSgt (Ret) Schulz
    - P   1<sup>st</sup> Vice, CMSgt (Ret) Welton
    - E   2<sup>nd</sup> Vice, MSgt Cawfield
    - P   Secretary, MSgt (Ret) Oster
    - P   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
    - P   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)
    - P   Membership, MSgt (Ret) Creasser
    - E   Ways & Means, MSgt Harwood
    - E   Parliamentarian, SMSgt (Ret) Anderson
    - P   TEC CMSgt (Ret) Damrow
    - P   Graduate, Maj (Ret) Koenig
    - N/A   No additional guests in attendance

## **OLD BUSINESS**

1. Approval of 28 Oct 2015 BOD Meeting Minutes. Motion made to accept minutes as written by CMSgt Welton; seconded by CMSgt Richardson. Minutes approved (CLOSED).
2. Complete update of the Obelisk with names. CMSgt (Ret) Damrow briefed that Maryville Monument is putting together a team to complete the work by 1 Jan 15. POC: CMSgt (Ret) Damrow (OPEN).
3. Yankee Candle – National Fund Raiser. Official deadline is 1 Jan 2016. Update – As of 30 Nov 15 total sells is \$642 with NCOAGA profit of \$256.80. Units need to continue advertising the fundraiser. It is posted on NCOAGA website and Facebook page. POC: MSgt Harwood (OPEN).
4. Be Square Society.
  - a. Traveling board with names of members needs to be located. It is a walnut board, 25' x 20' with gold plates with names, in a royal blue leather carrying case with a velcro closing. 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 checked at Charlotte, NC chapter and it was not stored there. MSgt Happ will check in TEC storage to see if the board is stored there. POC: CMSgt (Ret) Schulz (OPEN).
  - b. Creating a virtual board. MSgt Harwood created a virtual board in Microsoft Publisher; CMSgt Schulz cannot open the product. Maj Koenig will convert the product from Publisher into another document for review. Suspense is GMM48. POC: MSgt Harwood (OPEN).
5. Deficiencies on Be Square Society program. No updates. POC: MSgt Harwood (OPEN).
6. Membership. CMSgt (Ret) Schulz will work with the liquidation of the Gift Shop and give some of the items to new members. Chief Damrow briefed everything is boxed up. Need to contact TEC to schedule a pickup time. Will follow up with TEC. POC: CMSgt (Ret) Schulz (OPEN).
7. 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. CMSgt Schulz will make contact with TEC PA during his Dec 15 visit to TEC. POC: CMSgt (Ret) Schulz (OPEN).
8. Association Guidance Handbook (AGH) changes. Requested the suspense date moved to the Jan 2016 board meeting. 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.
9. 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. President Schulz has received a few recommendations from members of the board.
  - b. CMSgt (Ret) Schulz encourages each member of the board of directors to submit a draft version of a new mission and vision statement before the Jan 2016 meeting.

10. NCOAGA Coins. POC: CMSgt (Ret) Schulz (OPEN).
  - a. Need to liquefy the current coins in the gift shop, maybe give out to new members to liquefy gift shop. 1 box of 200 coins remain in the inventory.
  - b. Research making an ANG Enlisted coin instead of a NCOAGA coin.
11. GMM48 – President Schulz briefed that the facility at Offutt AFB is available and can use base lodging facilities. Another option maybe at the Lincoln, NE ANG base. There is a hotel within one mile of the base. POC: CMSgt (Ret) Schulz (OPEN).
12. Gift shop room at TEC needs to be cleared of inventory because the room is being turned into a library for TEC. President Schulz will make sure all inventory is picked up. POC: CMSgt (Ret) Schulz (CLOSED).
13. Donation to the Betty Fearn Scholarship from CMSgt (Ret) Kohler’s organization; Mansfield Lahm Military Families (501c3 organization). Received the check \$1,895.14 and deposited in the Betty Fearn scholarship account. CMSgt (Ret) Richardson is sending a thank you letter and acknowledge that we are a 501c3 organization. POC CMSgt (Ret) Richardson (CLOSED).
14. Explanation display for the NCOAGA memorial obelisk at TEC. Board recommended discussing this with the contactor who will be updating the obelisk, maybe they have a display we can purchase. Maj (Ret) Koenig sent in a recommendation for the display. POC: CMSgt (Ret) Schulz (OPEN).
15. Develop a road map to improve membership and chapter numbers. POC: CMSgt (Ret) Schulz (OPEN).
  - a. We need to come up with a plan to increase membership and become more active in the local chapters. Regional directors have been tasked to come up with a game plan. Choose among yourselves who will be the POC. Suspense is 30 Jan 2016 meeting. MSgt Happ is the only director that has provided feedback.
  - b. ALL regional directors need to respond to President Schulz NLT the Feb 2016 board of directors meeting.
16. Develop a publication that gives the history of the NCOAGA. Suspense to the board by 30 Jan 2016 board of directors meeting. POC: MSgt (Ret) Washburn (OPEN).

**NEW BUSINESS**

1. TREASURER REPORT: MSgt (Ret) Hollar.
  - a. Wells Fargo account:
    - i. Business Checking account: \$ 4,129.00
    - ii. Betty Fearn Savings account: \$4,009.14
    - iii. Life Savings account: \$11,379.04
    - iv. Bennie Frick Savings account: \$501.06
    - v. General Scholarship account: \$2,501.06
  - b. USAA account:
    - i. Bennie Frick \$1,409.55 (\$20,000 CD)
    - ii. Life Account: Short Term Bond Fund \$2,891.48 (\$20,000 CD)
  - c. 1VP Welton has received \$1,000 from USAA for FY2016 scholarship fund.
  - d. PayPal account: \$41.36
2. REGION REPORTS:
  - a. REGION 1 Report. MSgt (Ret) Washburn not present.
  - b. REGION 2 Report. SMSgt (Ret) Montgomery not present.

- c. REGION 4 Report. SMSgt (Ret) Barnes addressed the wing commander in Charlotte, NC and request a letter of endorsement for the NCOAGA. Will forward the letter to all wing commanders in Region 4. Board members made a recommendation to send the letter to all of the board of directors regional as a template for recruitment efforts..
- d. REGION 5 Report. MSgt Happ was not present.
- e. REGION 6 Report. MSgt Vickrey briefed that he has been sending out a monthly newsletter. Chapter 106<sup>th</sup>
3. DAL Membership – MSgt (Ret) Creasser. Received one new member application from Chapter 9 in Salt Lake City, UT. Will forward information to Region 1 Director.
4. DAL Graduate – Maj (Ret) Koenig. No updates.
5. TEC Liaison – CMSgt (Ret) Damrow. Did a road map for the NCOAGA and sent out to the board of directors.
6. Donation to Rockford Elementary, Rockford, TN for Christmas presents to children in need. CMSgt (Ret) Damrow made a motion for \$100 from the gift shop account; seconded by CMSgt (Ret) Welton. Open discussion among the board of directors. Motion was approved (CLOSED).
7. TEC Heritage Committee contacted the NCOAGA about selling bricks as a fundraiser. The Heritage Committee is not a 501c3 organization and cannot conduct the fundraiser. The committee has opened discussion as a possibility of the NCOAGA partnering with them for the fundraiser. President Schulz will meet with the Heritage Committee during his visit in Dec 15. POC: CMSgt (Ret) Schulz (OPEN).
8. Next board of directors meeting is Wednesday, 30 January 2016 @ 1800 EST.

**FOR THE GOOD OF THE ASSOCIATION**

1. Wreaths across America. MSgt (Ret) Oster recommended that we all become involved with Wreaths across America. Wreaths are donated and placed on veterans graves throughout the United States. More information at [www.wreathscrossamerica.org](http://www.wreathscrossamerica.org) .
2. CMSgt (Ret) Schulz will be visiting TEC from 7-14 Dec 15.
3. CMSgt (Ret) Richardson wished everyone a Merry Christs and a Happy New Year.
4. CMSgt (Ret) Schulz briefed that a charter member from Alaska contacted him via email and would like the Graduate to published in hard copy again.

**Meeting adjourned at 1920 hours EST.**

**//RECORDED//**

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

**//SIGNED//**

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