

Minutes for Chapter Board of Managers (BOM) Meeting
November 17, 2014
Major K. M. Van Zandt Chapter #6, Texas SAR

3:00 p.m.

President Russell Leavens called the Board of Managers (BOM) meeting to order.

Members attending besides Pres. Leavens: VP Mike Connelley, Treas Vaughn Oliver, District VP James Alderman, Ken Cox, and Sec Ralph Smith.

Business Items Considered:

1. **Slate of Officers for 2015** – decision to make no changes. All officers continue. Will an installation of officers be conducted? Is a report to state required?
2. **Treasurer issue** from State Board of Managers meeting in Temple, TX Nov 7-8.
State collects dues from all members, then forwards to the chapter the portion of chapter dues collected. However our chapter dues have not been sent for 2014 and are still held by the State Treasurer. Our chapter has not received dues for 2014. The state treasurer procedure is to distribute chapter dues by ACH (Automated Clearing House) direct deposit to chapter accounts. Discussion considered the security of providing bank account into to state.
Motion made and seconded, to comply with state request and procedure, to provide chapter bank account number to state, for the purpose of receiving chapter dues each year. Motion passed.
3. **Liability issue** – Membership is voluntary. We have no paid staff. It was determined no liability insurance is required. For the parade, when the chapter trailer is being towed, the insurance policy of the tow vehicle covers the trailer also.
4. **Prize money** for chapter competition winners of the essay, Eagle Scout and oration and poster contests. The question is, should chapter offer a prize of possibly \$200 or \$35 for the poster contest?
The discussion identified several questions. Will a monetary prize enhance participation? Will the prize be continued year after year? Is there a reporting requirement? What is affordable?

We then determined the issue should be referred to a budget committee who would develop a full annual budget. The budget should address the annual operating income and recurring expenses for a full spending plan. Other recurring expenses will include chapter awards, medals, certificates, grave markers and speaker appreciation items. With this budget and the information it would provide, the BOM could better address the question of chapter contests cash prizes. Issue will be addressed at next BOM meeting January 8, 2015 at 3 pm, Starbucks, 6115 Camp Bowie Blvd, 76116.

5. **Becoming a sponsor of Vietnam Anniversary Celebration Recognition.** We should plan to host two events. This could be a special program where we invite Vietnam veterans, a special speaker and present a certificate. More discussion at next BOM meeting.
6. **Elevator speech** – Decision to not do a chapter completion but will discuss more.
7. **Chapter History** – VP Connelley working on a draft article to be posted as a PDF on chapter website. Input from members requested and can be used in the article.
8. **Annual Calendar of Chapter Meetings Programs** – Discussion on planning the entire year of chapter meetings by reviewing and coordinating the monthly themes and programs. When major

awards are presented to community leaders, that emphasis should be the topic and program of the meeting. June should be DAR month and invite DAR Regents to attend and give us a report. It was mentioned that it would be good to work on rebuilding our relationship with DAR leaders. CAR should also be a special emphasis and scheduled and coordinated. Chapter members have requested more programs on topics on the American Revolution. Names offered as prospective speakers included TCU History professor Dr. Smith, Bill Covington, James Alderman and Ralph Smith. 2015 Chapter Meetings draft Calendar enclosed as Appendix A.

9. **Chapter Meeting Logistics** – Recommendation we use a registration table at the entrance or outside the room. The table should be manned by two officers who greet each member, keep the attendance record and collect the meeting fee \$10 per person.
10. **Ancestor Roll Call** – Recommendation was made that the ancestor roll call be done occasionally but not every meeting. Guests should be introduced by hosting members.
11. **Newsletter interest item** – Recommendation that each newsletter include a section for historical reference. What happened during the American Revolution during this month and on our meeting date? This would enhance emphasis and knowledge of our history.
12. **SAR Annual Report** – The USS Stark report is the means to report to the SAR all chapter activity of the entire calendar year. It is being compiled and due in January. Please submit a description of all items you may have done that were not listed in chapter meetings minutes, to Secretary Ralph Smith.

***President** Leavens called for a motion to adjourn.

Respectfully submitted,

Ralph Smith, Secretary, Major K. M. Van Zandt Chapter

Appendix A

Projected 2015 Monthly Chapter Meetings – Themes and Programs

January	Police Award – Chairman Chris Blair
February	Tarrant County EMT Award – Chairman Don Goodman
March	Youth Contests - Essay, Poster, Eagle Scout
April	Open
May	Open
June	Open
July	Open
August	Open
September	Open
October	Fire Safety Award – Chairman Bob Gresham
November	Open

Notes: Possible Additions

April	ROTC program, TCU Professor of Military Science
June	DAR
July	CAR
May or November	Vietnam Sponsor Event