

Blue Star Mothers of America, Inc.
National Finance Committee
Minutes of October 22, 2012 Meeting

Karen, FC Chair, called meeting to order at 6:42 pm, CDT.

In attendance: NFC members: Karen Stevens, Pat Soler, Anne Parker, Kathryn Venable, and Kristine Wirgau. NFC member-elect: Helen Franz.

First agenda item listed was approval of the 9/09/12 minutes, attached to the notice of agenda. Kris pointed out that the 9/09/12 minutes had already been approved at the 9/22/12 committee meeting. After retrieval, the 9/22/12 minutes were reviewed. Kris moved to accept the 9/22 minutes, seconded by Kathryn. There was no discussion, and none were opposed. Motion passed.

Second item was introduction by Karen of Helen Franz to the committee members. She is a charter member of Texas Lone Star Chapter 6 of Blue Star Mothers. She and another Army Mom established the chapter in January 2006. Helen's son David is a US Army officer who has now served for 12 years, which have included three tours in Iraq. Currently he is stationed at Ft Bragg, NC, with the XVIII Airborne Corps. Professionally, she is a CPA and educator, and recently passed the CFP® national examination. Her current work involves building a small practice in financial planning. All the committee members were gracious in their welcome. Karen pointed out that consideration of Helen's membership on the NFC will be taken up by the NEB on Tuesday, 10/23.

Third item was report by Helen of her research re the IRS allowable mileage rate for reimbursement from BSMA to an officer/member. She stated the 2012 IRS standard mileage rate to be 14 cents per mile for use of an automobile in rendering gratuitous services to a charitable organization. If any of the folks requesting reimbursement are employees of BSMA, however, then the reimbursement rate would be the "regular" business rate of \$0.555 per mile driven. During the discussion, Kris Wirgau informed us of the experience of a contact of hers at the Purple Heart organization in Michigan. The organization uses the business rate for reimbursements. Helen inquired as to whether the folks reimbursed are employees; Kris stated she believes they are not. Discussion continued. It was agreed that more research will be needed to resolve the issue, as there is a big gap between \$0.555 and \$0.14 per mile. The BSMA CPA will be consulted as well as Karen's personal CPA.

Issues surrounding the OK financial and banking transactions were covered next. The documents and statements provided lack significant documentation and backup, all of which had been previously requested. Prior to the meeting, Karen attempted to prepare a summary of the statements received, including reconciling information about the Butter Braid fundraiser. We thanked her for this valiant effort. However, without considerably more documentation and complete minutes to support the expenditures and their rationale, it continues to be challenging to figure out who paid what, to whom, when paid, if the payments are justified, and if the revenues have been properly allocated to the participating chapters. The committee requested that Karen draft a new letter for Pat's signature, to send to the Department of OK, again requesting proper backup and supporting documentation.

Pat reported on status of the legal claim made over two months ago with the Philadelphia insurance carrier. Pat indicated that she had finally received a response from the insurance company/ However, they need the details of the expenses, by type of service provider (paralegal, Associate, Partner, etc.) They will then review the expenses and will inform us how much they will reimburse.

In advance of the meeting, Kathryn drafted a letter to a Blue Star Mother member who owes the organization for payments advanced for the hotel at convention. The letter offers her the option of

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paying back the costs over 3 installments. Several comments for wording were forwarded to Kathryn. The wording is now approved, and Kathryn will send it.

Re the 2012-2013 budgets, Kathryn reported that she has completed the process of entering the P&L into the Quick Books system. This will generate a budget versus actual report. She will turn it over to the web team for uploading to the national website.

All the members of the committee offered condolences to Pat over the loss of her mom last week, and concern for her wellbeing.

Our next formal called NFC meeting is TBD. Depending on the matters that may come up in the next month, it was suggested that the committee might convene via email or conference call to take up any issues requiring immediate consideration.

Meeting adjourned at 7:45 pm, CDT

Respectfully submitted,
Helen Franz, NFC member-elect
10/25/12
3/25/13, Amended