

Blue Star Mothers of America, Inc.
National Executive Board
Minutes
Regular Board Meeting
Meeting Date: 9/17/2012

Call to Order:

The 9/17/2012 regular board meeting of the BSMA was held by electronic means (Go to Meeting) telephone and computer. The meeting convened at 5:07pm (PDT), President Pat Soler presiding and Charilyn Damigo, Recording Secretary. A quorum was present.

Attendees:

Members in attendance:

President Pat Soler	Dept of OH Pres Pat Pell
1 st Vice President Judy Dorsey	Dept of MI Pres Kristine Wirgau
2 nd Vice President Cyndi Ventura	PNP Robin Barnes McCarthy
3 rd Vice President Teresa Bullock	PNP Karen Stevens
4 th Vice President Ginger Novak	
Recording Secretary Charilyn Damigo	
Financial Secretary Kathryn Venable	

Absent: none

Excused:

Treasurer Anne Parker
Dept of MN Pres Jean Duane

Roll Call of Officers -- (Recording Secretary)
Prayer -- (PNP Robin Barnes McCarthy)
Pledge of Allegiance -- (PNP Karen Stevens)

Business

Approval of Minutes

- The accountant has requested another change to the minutes from the 3/10/12-3/12/12 meeting. MOTION: To remove all reference to Wendy Hoffman's travel and to insert the following wording: "Travel expenses – All travel expenses need to fall under the guidelines of our Financial Rules. If for some reason an expense is approved by the NEB *after travel*, the minutes need to clearly reflect why it was not pre-approved. (Wording amended by NEB 9/17/12)." Motion is seconded and passes on vote.
- MOTION: Recommendation that the Minutes from the 8/28/2012 meeting be accepted and posted to the website. Motion is seconded and passes on vote.

Lawsuit

- NP Pat Soler and PNP Robin Barnes McCarthy will have a conference call with the attorney tomorrow morning.

Closed Executive session (5:28 – 5:39pm) The NEB discussed pending litigation issues.

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PR Representation

- NP Pat Soler provided the NEB with a draft agreement of a contract which she would like to pursue with Linda Jewell. Changes were suggested in the wording. MOTION: to accept the Draft Agreement of the Contract with Linda Jewell with the changes suggested. Motion is seconded and passes on vote.
- NP Pat Soler will pursue the PR objectives with Linda Jewell.

Officer and Committee Reports

Financial Report

- Finance Committee (NFC Karen Stevens)
 - First meeting on 9/9/2012. All members in attendance
 - Need to add another member to the committee – NFC Karen Stevens is interviewing two people & will make a recommendation at a later time
 - Location of Financial Policies – all members are aware of the current policies
 - Outlined procedures for approvals
 - Reviewed bills received from attorney
 - Offer to a member to make payments on the money owed to the organization for the amount owed for Convention
 - Budget to be posted to website – NFS will input to Quickbooks before next FC meeting.
- NFS (Kathryn Venable, via email)
 - Copies of the financial statements were submitted to the NEB by NFS Kathryn Venable
 - NFS position is somewhat overwhelming, especially while Kathryn is still learning the software, etc.
- Treasurer (Anne Parker, via email)
 - Has completed shipping all items to Kathryn and the store has reopened.
 - Has processed bills with the approval of the Finance Committee and paid in addition those covered by our financial policies.
 - Has sent new invitations to all NEB members for Quick Books viewing privileges.
 - Has answered numerous inquiries for members

First VP (Judy Dorsey, via email)

- This has been a very busy time. Thanks so much to Nancy and Dave for all your help during these past weeks.
- Here are the figures since I took office:
 - 925 Dues Renewals paid on line.
 - 1244 Roster Dues members sent in
 - 126 New member applications
 - 44 Chapters have sent in new memberships cards request and all have been sent.
- On Sunday, Sept. 2, I attended the WW11 Memorial Ceremony of the 66Th Anniversary of V-J Day in Washington DC, hosted by the National Park Service. Master of Ceremonies was Robert Patrick, Retired USA and Director Library of Congress and the Veterans History Project. The keynote speaker was General Peter Pace, USMC Retired, who spoke on his appreciation for "The Greatest Generation." Many veterans of all branches were in attendance

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and honored for their service to our country. One of the highlights was presenting a wreath with WW11 Marine Veteran James Nocifora, 91, from Woodbridge VA. Mr. Nocifora served in many different countries during his time with the Marines.

Second VP (Cyndi Ventura, via email)

- YEARBOOK (PNP Robin McCarthy)
 - Deadline extended with Entourage until 9/22/2012. Many chapters have sent in pictures in the last couple of weeks.
 - Yearbooks will be mailed to NFS home address.
 - Only 4 ad pages could be re-created.
 - Increased number of pages in order to add events. Approximately 100 pages.
 - Price - \$25 + approx. \$5 shipping cost.
- NEWSLETTER (Cyndi Ventura, via email)
 - The September newsletter is almost complete, I'm confident it can be sent out to our membership by Wednesday September 19th. Waiting on one more NEB bio., and have a call in to Jean Burlingame for October's events, so they can go out with this issue. Spoke with Robin Countryman-Valk, waiting on some photos from convention. Haven't heard from Big Dipper, will send out an email to them tomorrow asking if there is anything they would like to add. Then it's complete.

Third VP (Teresa Bullock, via email)

- August 14, 2012 – Sept 17, 2012 The Department of Defense announced 26 casualties. There is a total of 45 casualties since August 1, 2012.
- Since August 14, 2012 fifty-five banners have been ordered from Service Flags to honor the families of 34 fallen heroes, bringing the total to 79 banners ordered and 49 families honored since August 1, 2012.
- I installed the new board of the CA30 chapter on September 10, 2012. I also attended the board's first board meeting and assisted with understanding how to implement the Governing Documents. Working with Kathryn Venable on helping this same chapter with division due to difficulties in the past president and new president's relationship
- Developed a response letter for the NP and Blue-to-Gold representatives to use when asked about who should receive the Gold Star Banner and Pins. Parts of this letter are being used in the new Blue-to-Gold guidelines.

Fourth VP (Ginger Novak, via email)

- I've set up a system, hoping my organization will stand the test of time and use!
- I'm in touch with several people who are hoping to start chapters:
 - Cape May, NJ
 - Mammoth Spring, AR
 - Tucson, AZ
 - Portsmouth, OH
- Rose Ann and I have been working with Bettina Sharp to get IL5 in Rockford, IL off the ground. They are very close to having all they need to charter.
- I am working with Cathy O'Brien to get NY11 off the ground. They are also very close, with just a few loose ends to tie up.

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- There are several chapters who had begun in Rose Ann's term who are still making the attempt, and I have made contact with them.
- Most interesting to me is the relationship I'm building with Gloria Mason, who is having an organizational meeting in Cincinnati on Saturday! I've been invited to give a bit of BSM history and give an idea of what is required to begin their chapter. I'm really looking forward to this!
- The email concerning the disbanding of CA99 has been the only information I've received about that.

Department reports were excused by NP Pat Soler pending Department Conventions.

Closed Executive Session (6:01pm – 6:28pm). The NEB discussed the current progress in the investigations of the Department of Oklahoma and the Department of Arizona.

Compliance

- The NFS receives all receipts for all compliance docs (EIN, 990 filing, etc.). Compliance Chair needs to also be receiving these copies (not sure if she currently is – NRS to check on this).
- Only the compliance chair should be updating the compliance sheet, but NFS must approve all financial documents received in the annual report.
- Compliance chair has submitted detailed report to NEB with instructions for all compliance pieces – to be sent to all chapters when approved.
- NEB members are willing to help any chapter having difficulty. (Chapters with departments should contact their department first).

Strategic Focus

- NP Pat Soler has outlined a strategic plan for the NEB which included day-to-day items, major tasks (with deadlines), open-ended projects, and key strategic issues.
- NEB agrees that website updates and compliance issues should be the top focus of the year.

Closed Executive Session (6:59pm – 7:12pm). The NEB discussed the actions of a former member.

Website Committee (PNP Robin McCarthy)

- Responses have been received from the additional questions put to the 2 top vendors. Website committee to review those responses and will be making a recommendation to the NEB.
- The domain name for bluestarmothers.org was renewed prior to the 9/15/12 deadline.

Convention Documents

- Affiliation Agreement has been posted to the website
- The changes to the Governing Documents will be reviewed by an attorney on Friday
- Minutes are being reviewed by the Committee and will be complete in the next few days

NP Travel

- 1VP Judy Dorsey attended Labor Day events in Washington, DC on behalf of NP Pat Soler

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- Attending Gold Star Event in Washington, DC. Teresa Sumner is trying to set up appointments for NP Pat Soler with Congressional representatives (both parties) and other key personnel to keep them aware of our military family issues.
- Attending all 3 Department Conventions.
- Veterans Day – in Washington, DC. PNP Robin McCarthy to attend also as NP's guest.

New Business

Gold Star Mothers' Day

- Efforts are being made to establish a positive working relationship with Gold Star Mothers of America
- We have received an additional list of 1600 names from American Gold Star Mothers for this year's mailing (some are duplicates of the names we currently have).
- We may have too many cards for the budget – Chaplain Robin McCarthy is working on a solution to this as she would like to have the cards mailed by Saturday. Some NEB members pledged personal donations, and the FC will meet this week to discuss raising the budget for this project.

Announcements

Next meeting – Tuesday, 10/23/2012 5:00pm (PDT)

Adjournment

The president adjourned the meeting at **6:58pm (PDT)** after a moment of silence and closing prayer.