



MID-YEAR MEETING MINUTES
BLUE STAR MOTHERS OF AMERICA, INC.
FRIDAY, JANUARY 13, 2023
DAY 1

Call to order: Meeting was called to order by National President Stacy Anders at 9:12AM EST.

Opening:

Introduction of guest PNP/President of Gavel Club Pat Soler

Prayer led by PNP Anne Parker

Pledge of Allegiance led by 3VP Cheree Barrett

Recording Secretary conducted roll call and the following were present:

National President-Stacy Anders
1VP-Rebecca Stafford
2VP-Karen Stillwell
3VP-Cheree Barrett
4VP-Brenda Ternullo
Recording Secretary-Marisol Gonzalez
Financial Secretary-Sonya Kay
Treasurer-Alethea Tennill
Dept. Ohio-Lynn Feldman
Dept. Michigan-Jackie Ransom
Dept. Minnesota-Karla Keller
PNP/Chaplain-Carla Brodacki-Excused
PNP-Anne Parker
PNP-Pat Soler

PNP Pat Soler requested on behalf of the Gavel Club that when they are involved in disciplinary actions they have access to the confidential information. Stated the information would assist with investigating and mentoring.

Discussion occurred transferring of files from NP to NP. Decided no need to keep flag stands that are in current NP's possession.

Closed meeting minutes are only sent to the NP and no need to send separate to Webmaster as long as it is noted in minutes that the NEB went into CES. If a Special Meeting takes place then send to the Webmaster with only date and time and who was present, no details should be provided.

Marine Corps 250th Birthday Celebration

NP discussed and gave more information regarding the request from PA9 and the birthday celebration to be held in the Fall of 2025

Not requesting any financial support, only to be endorsed by Blue Star Mothers of America, Inc. and use of BSMA logo

MOTION was made to support Marine Corps 250th Birthday

Seconded

Call for vote, no opposed, no abstentions

PASSED

Grievance Procedure Review

Proposed grievance procedures were emailed to the NEB prior to meeting
Began with Policy Brief & Purpose read by Sonya
Documents were reviewed, discussion occurred and changes were suggested
4VP made changes to documents and an updated draft was emailed to the NEB

Break from 11:07-11:18AM EST

Continued discussion, review and changes of grievance forms
4VP made changes to documents and an updated draft will be emailed to the NEB
Discussion regarding National Confidentiality Agreement and no need for separate agreement for the Grievance Committee. All members will sign the same National Confidentiality Agreement.

Discussion occurred regarding Past National Presidents and a separate Confidentiality Agreement that they sign once as they have been granted lifetime membership.
Recording Secretary to compose form specific for PNP's and forward to PNP Pat Soler to present at next Gavel Club meeting for signatures.

MOTION was made that all National appointed officers and committee members will sign a confidentiality agreement annually

Seconded

Call for vote, no opposed, no abstentions

PASSED

MOTION was made that all Past National Presidents will sign a confidentiality agreement that will remain in effect for their lifetime.

Seconded

Discussion

Call for vote, no opposed, no abstentions

PASSED

Review of Possible Wording for Grievance Committee Action document
FS Sonya continued to read and 2VP Karen updated with suggested changes

LUNCH BREAK from 1:39-2:54PM EST

Reconvened at 2:55PM EST

Continued review of Conflict Resolution Procedure and proposed National Grievance Chair Position Summary

Discussion regarding Committee Chairs submitting reports to the NEB

Minutes Approval for December 13, 2022 Meeting

Minutes from the December 13, 2022 were emailed to the NEB prior to this meeting from the National Recording Secretary.

MOTION to approve minutes with corrections

Seconded

Call for vote, no opposed, no abstentions

PASSED

Membership

1VP discussed National emails and Chapter Officers using their personal or work emails. It is highly encouraged for the business of the Chapter.

When a member wants to transfer from one chapter to another chapter there is a transfer form that needs to be filled out. Discussion occurred how to track at chapter level if member is in good standing.

Department Operating Procedures

2VP discussed how the Departments should try to mimic the National Organization Recommended to coordinate a meeting with Department Presidents to discuss and be on same track

National Convention 2023

Timeline for officers- NP is working on timeline. Officers should be there by Sunday.

- Sunday-Preconvention meeting
- Monday- Registration/President's Reception
- Tuesday-Memorial/VA bags, Ship Thrifty/trying to fit in CFC (Combined Federal Campaign)
- Wednesday- Big Dipper meeting possibly, Big Dipper Fun Night
- Thursday- Big Dipper Elections and Installation/Tim Maggart Concert
- Friday-Elections/Installation/Banquet (Guest Speaker)
- Saturday AM-NEB Transition Meeting

MOTION to allow Tim Maggart and his wife to have a vendor table at concert with no charge

SECONDED

Call for vote, no opposed, no abstentions

PASSED

MOTION to provide a vendor table at yearly convention for the Gavel Club at no cost for the duration of our organization

SECONDED

Call for vote, no opposed, no abstentions

PASSED

MOTION to provide a free vendor table at the yearly convention to the Big Dipper Auxiliary for the duration of their existence

SECONDED

Call for vote, no opposed, no abstentions

PASSED

Discussion occurred regarding members of executive board and rooms at convention being covered. According to National Bylaws, last three PNP's remain on the board.

MOTION to ask the finance committee to include all PNP's currently serving on the NEB to have convention their expenses paid in accordance with Section 4.1.4 of the Finance Policy

SECONDED

Call for vote, no opposed, no abstentions

PASSED

Discussion occurred regarding registration fees for the NEB

MOTION that elected National Officer's registration fee is complimentary for national convention and to include the PNP's who are currently serving on the NEB

SECONDED

Call for vote, no opposed, no abstentions

PASSED

Further discussion regarding convention

- Room assignments
- Appointed Positions
 - Sgt at Arms
 - Patriotic Instructor
 - Historian
 - Shining Star Chair
 - Bylaws Chair
 - Timekeeper
 - Spotters
- Minutes Approval Committee
 - Convention Minute Takers
 - Purpose/responsibilities
- Election Committee
 - Nomination Chair
 - Judge/4 Tellers
 - Judge/Teller Sheet
 - Ballots

BREAK 4:55-5:32PM EST

NP took the NEB into closed executive session at 5:32PM EST and out of CES at 7:16PM EST

Meeting was adjourned and PNP led us in closing prayer
End of Day 1 at 7:16 PM EST

Respectfully submitted,
Marisol Gonzalez
National Recording Secretary



MID-YEAR MEETING MINUTES
BLUE STAR MOTHERS OF AMERICA, INC.
SATURDAY, JANUARY 14, 2023

Call to order: Meeting was called to order by National President Stacy Anders at 9:25AM EST

Opening:

Prayer led by PNP Anne Parker

Pledge of Allegiance led by 3VP Cheree Barrett

Recording Secretary conducted roll call and the following were present:

National President-Stacy Anders
1VP-Rebecca Stafford
2VP-Karen Stillwell
3VP-Cheree Barrett
4VP-Brenda Ternullo
Recording Secretary-Marisol Gonzalez
Financial Secretary-Sonya Kay
Treasurer-Alethea Tennill
Dept. Ohio-Lynn Feldman
Dept. Michigan-Jackie Ransom
Dept. Minnesota-Karla Keller
PNP/Chaplain-Carla Brodacki-Excused
PNP-Anne Parker
PNP-Pat Soler

Standing Rules

Discussion occurred regarding Standing Rules for National, Department and Chapter level. Standing Rules cannot go against Governing Documents. National has By-Laws not Standing Rules. Should Chapters have Standing Rules? Not required to have but if the Chapter chooses to they should be reviewed by National.

Discussion occurred in regards to providing a template for Standing Rules. Sample templates were sent to the NEB for review.

Break from 11:04-11:34AM

Continued discussion regarding Standing Rules.

A Standing Rules Template was created.

MOTION was made to accept with caveat that the pro-bono attorney review prior to being publicized.

Seconded

Call for vote, no opposed, no abstentions

PASSED

The Standing Rules Template will be placed under policies on the National website once reviewed by attorney.

Document was sent to the NEB via email.

Lunch Break from 1:02-2:00PM EST

Grievance Procedures

Drafted document was read and reviewed by the NEB. Discussion occurred and updates were made.

MOTION was made to approve Grievance Procedures and send to attorney for review

Seconded

Call for vote, no opposed, no abstentions

PASSED

Grievance Policy

Drafted document was read and reviewed by the NEB. Discussion occurred and updates were made.

Dinner Break from 4:45-6:41PM EST

Compliance Guide

4VP emailed 2023-2024 BSMA Compliance to the NEB. Guide was reviewed and changes for the upcoming year were discussed. Logging in to IRS website changes were discussed. The system will ask you to sign in with your id.me account. This is your personal information and not the chapter's.

Anything to do with Membership to be removed from the Compliance Guide. 4VP to remove membership information and forward to 1VP for a separate document.

To include on Chapter Office Roster page that the membership person must be their 1VP or one of their financial officers. One person per office, and one office per person.

If your officer roster changes you must read and sign new Affiliation Agreement and send to National.

MOTION to remove the Department President signature from the Affiliation Agreement

Seconded

Call for vote, no opposed, no abstentions

PASSED

Continued to review and discuss the Compliance Guide. 4VP to include on Compliance Form for website that old submissions must be removed before uploading new submissions.

Chapter profile only ask to list the five (5) required officers. Request was made to add 2VP, 3VP and 4VP if the Chapter has them.

MOTION to accept 2023-2024 Compliance Guide with the changes discussed

Seconded

Call for vote, no opposed, no abstentions

PASSED

Discussion of Compliance Checklist for Chapters

NP took the NEB into closed executive session at 8:24PM EST and back out at 9:07PM EST

Memorial Day

NP gave updates on Memorial Day in Washington D.C.
100 patches/rockers to be sold, price not determined yet
Ideas for gifts for Gold Star Mothers, Sisters and riders

Meeting was adjourned and PNP led us in closing prayer
End of Day 2 at 9:26PM EST

Respectfully submitted,
Marisol Gonzalez
National Recording Secretary



MID-YEAR MEETING MINUTES
BLUE STAR MOTHERS OF AMERICA, INC.
SUNDAY, JANUARY 15, 2023

Call to order: Meeting was called to order by National President Stacy Anders at 9:00AM EST

Opening:

Prayer led by PNP Anne Parker

Pledge of Allegiance led by 3VP Cheree Barrett

Recording Secretary conducted roll call and the following were present:

National President-Stacy Anders
1VP-Rebecca Stafford
2VP-Karen Stillwell
3VP-Cheree Barrett
4VP-Brenda Ternullo
Recording Secretary-Marisol Gonzalez
Financial Secretary-Sonya Kay
Treasurer-Alethea Tennill
Dept. Ohio-Lynn Feldman
Dept. Michigan-Jackie Ransom
Dept. Minnesota-Karla Keller
PNP/Chaplain-Carla Brodacki-Excused
PNP-Anne Parker
PNP-Pat Soler

4VP discussed information regarding request for new chapter in concentrated area close to another chapter. Proximity is less than 30 miles apart, which has been previously established as the required distance between chapters.

MOTION was made to deny request for charter due to the distance from another chapter (CA5)

Seconded

Discussion occurred

Call for vote, no opposed, no abstentions

PASSED

4VP to notify member via email

Grievance Policy

More discussion occurred regarding Policy Brief & Purpose form. Updates were made to the document and resent to the NEB for review.

MOTION to approve as presented

Seconded

Call for vote, no opposed, no abstentions

PASSED

Grievance and Conflict Resolution Job Description

Updated version by 4VP was sent to the NEB and read by FS Sonya.
Discussion occurred. Documents will go in the Leadership Handbook.

MOTION to approve the Grievance and Conflict Resolution Job Descriptions.

Seconded

Call for vote, no opposed, no abstentions

PASSED

Break from 11:20-12:21PM EST

NP took the NEB into closed executive session at 12:21PM EST and back out at 12:43PM EST

Dept. Ohio President Lynn Feldman left

Lunch break from 12:43-2:00PM EST

1VP read letter that was drafted for CA5.

Procedures for Conflict Resolution Chair

2VP sent to the NEB and was read by FS Sonya for review

Updates to document were made

Discussion occurred regarding Leadership Handbook

National Mentor Chair was added last year at Mid-Year. Need to verify and compare that the job descriptions and responsibilities are in sync with the changes that were made.

Once all documents that have been updated, reviewed by attorney and approved by the NEB the NP will send an email to the members.

Recommendation: At our midyear meeting we approved the following interim policies that will be in effect until the Governing Documents are reviewed in 2024.

Those items that have been approved to update the leadership handbook; grievance chair job description, conflict resolution chair can be approved by the NEB with an email to all members notifying them of the additions to the Leadership Handbook.

The interim policies that have been approved by the NEB; grievance, conflict resolution, Big Dipper and Gavel Club vendor tables at convention, after review by the pro-bono attorney will be distributed to all members with an email from the NP informing them.

Ritual Book

Recommendations of updates to the Ritual Book from Diana and Suzie were emailed to the NEB prior to this meeting. All history is to be preserved. Goal is to make a new Ritual Book that is easy to follow. Reviewed, discussed and corrections made accordingly.

MOTION was made to remove the Ritual Book from the store because the information is incorrect

Seconded

Discussion

Call for vote, no opposed, no abstentions

PASSED

Suggested to have Webmaster change the link name to Historical Ritual Book not for current use. PDF will include watermark, *For Historical Purposes Only*, 4VP to update. Treasurer Alethea sent email with request to NP and Webmaster for changes to website.

New document created:

Blue Star Mothers of America, Inc. Protocol Manual 2023

Break from 6:05-6:25PM EST

Continued updates to Protocol Manual 2023

Dinner break 7:00PM EST

Reconvened at 7:40PM EST

Continued with updates to the Protocol Manual 2023

Discussion occurred

MOTION was made to postpone approval of the December financials until February meeting

Seconded

Call for vote, no opposed, no abstentions

PASSED

Having no additional business for the good of the order, the meeting was adjourned at 10:09PM EST with closing prayer by PNP Anne Parker

Respectfully submitted,
Marisol Gonzalez
National Recording Secretary