MINUTES

Proposed Attendees: Anne Parker, Committee Member
Brenda Ternullo, Committee Member - excused
Carla Brodacki, National President
Christine McCracken, Committee Member
Diana Evans Vance, National Treasurer
Genevieve Schindler, National Financial Secretary
Julie Straw, Finance Committee Chairwoman

Meeting called to order at 7:09 p.m. EST; 4:09 p.m. PST

I. Approval of prior minutes (June) – Motion to approve the minutes of the June Finance Committee meeting as presented; motion carried.

II. Review of financial statements – Motion to approve the April and May financial statements and forward them to the NEB; motion carried.

III. CFC Application pending review
A. Application approved
B. CFC listing fee paid earlier this month

IV. Convention Aug 2nd - 6th, 2021
A. Boxed lunch after WWII Museum - $7.99/box – enough in budget to cover this
B. Nametags are done
C. Further printing can be done at hotel
D. Delegate Count – 176?
E. Don’t need to send flags from Virginia – We’re using LA’s
F. Voting paddles will be donated by OH9
G. Grandma shirt will end in 9 days
H. Will need to pay/update this week for
   a. Marriott
   b. WWII Museum tickets
   c. Boxed lunch
   d. Bus totals for WWII Museum field trip
   e. Meal totals will go in Tuesday
I. Meet and Greet – will be traditional Southern dessert – add this information to next Convention Chatter
J. Julie Straw will print 200 copies of the financial documents for Convention

V. Online Store & Nat’l Treasurer update
A. Store restocked and in process of final packing for shipment. Crates have been cleaned, “BSMA” spray painted on them, and numbered. Two additional crates purchased (total of 8 crates). Contents inventoried for each specific crate on a spreadsheet and in process of determining the value of each crate.
B. Store Closed on July 15th at 11:59 p.m. – all orders have been shipped
C. Store order form generated and printed
D. Working on finalizing bus order for WWII Museum field trip as well as tickets
E. Airline re-scheduling and purchasing of airport shuttle tickets for NEB, etc. completed
F. Variety of expenses relating to Convention including materials for centerpieces, bags, pins, folders, pens, printing and more.
G. Completed renewal application for Directors/Officers insurance, submitted, accepted, awaiting billing
H. Arrange FedEx shipping for a number of items to Convention
I. Paid CPA’s fee for audit and tax preparation
J. Updating NT transition document
K. Uncashed checks notice
1. All outstanding VAVS checks to VAMCs have been journaled out and replacement checks have been sent to those three facilities
2. Small number of old uncashed “due to chapter” checks – working on them

VI. Nat’l Financial Secretary
   A. Records retention – no report at this time – Ann Parker offered to help
   B. NFS needs to purchase replacement boxes for some and purchase additional boxes
   C. Records for chapters that have been closed for over 8 years old can be shredded; inventory list should be made of what shredded and document the shredding and maintained

VII. Website – no updates

VIII. Chapter Grant program - FL15 New chapter application – startup costs
   A. Motion to accept FL15’s chapter grant application contingent upon receiving new charter application fees and membership fees; motion carried.
   B. There is $500 left in the fund (1 new chapter & 1 existing chapter)

IX. Zoom meeting June 12th for Chapter Financial Officers
   A. Suggestion to have Finance Zoom calls quarterly – develop a calendar
   B. Positive feedback of the June 12th Chapter Financial Officers’ Zoom call
   C. Need to add a Compliance Zoom call added to training meetings

X. Convention Financial Presentation
   A. Outline of session
      a. Audit Reports
      b. Proposed Budget for FYE 08/31/2022 (Condensed Version)
      c. Proposed Financial Policies for FYE 08/31/2022
      d. Informative Session – handout
   B. Coordinate Power Point presentation with Brenda Ternullo

XI. Other new business

Meeting adjourned at 8:10 p.m. EST; 5:10 p.m. PST.

Next meeting: Anybody’s guess.