



MEETING MINUTES

BLUE STAR MOTHERS OF AMERICA, INC.

May 14, 2024

Call to order: Our National Executive Board Meeting was called to order by National President Rebecca Stafford at 07:40 P.M. CST.

Opening:

PNP/Chaplain Stacy Anders opened with prayer. VAVS REP/ PNP Anne Parker led our Pledge of Allegiance. 1VP Karen Stillwell led the Blue Star Mother Preamble. Secretary Amy Hutchinson conducted roll call.

The following were present:

- National President-Rebecca Stafford
- 1VP-Karen Stillwell
- 2VP-Karla Keller
- 3VP-Jacqueline Ransom
- 4VP-Brenda Ternullo
- Recording Secretary-Amy Jo Hutchinson
- Financial Secretary-Sonya Kay
- Treasurer-Alethea Tennill
- PNP/Chaplain-Stacy Anders
- PNP-Carla Brodacki (Absent)
- PNP/VAVS REP-Anne Parker
- Dept. MI President-Trudy Wysocki
- Dept. Ohio President-Dianna Lynn Feldman
- Dept. MN President-Jen Pecarina
- Parliamentarian-Patti Elliott
- Finance Chair-Julie Straw

Minutes Approval:

Minutes from NEB April 9, 2024, were sent to the NEB prior to this meeting from the National Secretary. The floor was open for discussion or corrections. Noted two corrections needed. A motion was called to accept the minutes with corrections noted.

MOTION to approve Minutes from April 9, 2024, with two needed corrections.

Seconded

Call for a vote.

No opposition, no abstentions

PASSED

Finance Committee Report to NEB May 14th, 2024.

1. FC meeting held on Sunday, May 5th to discuss financial matters: Motion coming from committee to approve April financials as presented and set aside pending audit.

The April financial statements were presented and have been forwarded to the NEB for review. If there are no questions concerning these statements, this is a motion coming from Committee to present the April 2024 financial statements as an accurate representation of the operations of this organization pending audit.

MOTION to approve April 2024 financials as presented and set aside pending audit. No second needed coming from committee.

CALL for a vote.

No opposition, no abstentions.

MOTION PASSED

2. Progress of Audit and Tax Return

A. The Engagement letter and Management letters were submitted to the CPA. Finalized audit received. Will be sent to print for convention handout.

B. Form 990 & 990EZ are on extension.

C. Convention body approved donations: 45% of net profit (\$15,453) equals \$6,994.35. \$2,318 (rounded) to each of three chosen recipients.
Motion coming from committee to approve payment to donor recipients as selected by the 2023 convention body.

MOTION coming from committee to approve payment to donor recipients as selected by the 2023 convention body. No second needed coming from committee.

CALL for a vote.

No opposition, no abstentions.

MOTION PASSED

3. **Convention update:** All previously approved branch, POW/MIA and American flags have been purchased and placed in the appropriate hands for safe keeping.

4. **Maguire/Maguire, Inc.:** no update this month.

5. **Legal Raffle/Solicitation advice progress**

Discussion regarding expanding the financial policy to address issue. Diana Vance will draft an article for the newsletter.

6. **2023 Compliance** - NFS reported six chapters still in progress and 7 who have not submitted anything.

7. **NFS and NT Reports:**

A. NFS - Report was provided prior to meeting.

1. Participated in Financial Officer Informational zoom meeting on May 4th.
2. Noted that Flourish account produced \$604.67 interest in our first full month.

B. NT

1. No update on the Missouri sales tax exemption - will call this week.
2. Normal store restocking discussed (Brochures, etc.)
3. Online store conversion to Convention store approved by NEB last month.

4. Will cancel wreaths for WWII presentation on Memorial Day - event date has been moved and conflicts with other activities.

8. Chapter Grant Applications - Motion coming from committee for the NEB to approve a chapter grant to two new chapters: MI202 and TX20.

MOTION coming from committee to approve two-chapter grants for MI202 and TX20. No second needed coming from committee.

CALL for a vote.

No opposition, no abstentions.

MOTION PASSED

9. Proposed Policies and Budget for FYE 08312025:

A. Policies: Review of proposed draft. **Motion coming from committee to approve the Proposed 2024-2025 Financial Policies to be presented to the 2024 National Convention body.**

MOTION coming from committee to approve to the Proposed 2024-2025 Financial Policies to be presented to the 2024 National Convention body.

No second needed coming from committee.

CALL for a vote.

No opposition, no abstentions.

MOTION PASSED

B. Budget: Review of proposed draft. **Motion coming from committee to approve the Proposed 2024-2025 Budget to be presented to the 2024 National Convention body.**

In reviewing the budget, the expenses noted for the donation for WIMSA in lieu of a wreath were noted. The budget allows for three wreath donations we have already given \$330 (the cost of one wreath) on Veteran's Day.

MOTION was made to donate a check for \$400, as allowed in our budget for the Memorial Day presentation at WIMSA.

Seconded

CALL for vote.

No opposition, no abstentions.

MOTION PASSED

MOTION coming from committee to approve the Proposed 2024-2025 Budget to be presented to the 2024 National Convention body.

No second needed coming from committee.

CALL for a vote.

No opposition, no abstentions.

MOTION PASSED

Next FC monthly meeting will be on Sunday, June 9th, 2024.

Officer Reports

1VP –Nothing to add to her report.

2VP- Nothing to add to her report.

3VP- Nothing to add to her report.

4VP- Nothing to add to her report.

FS – Nothing to add to her report.

Treas- Nothing to add to her report.

Rec Sec – Nothing to add to her report.

Dept MI- Nothing to add to her report.

Dept OH- Nothing to add to her report.

Dept MN- Nothing to add to her report.

PNP/ Chaplain Stacy- Nothing to add to her report.

PNP/ VAVS Rep Anne- She is at the VAVS conference in St. Louis and happy to note she met the director, and they are looking forward to the sweatpants collections we are doing.

OLD BUSINESS

Leadership Handbook all board members are working to edit this handbook for ease of use. NP is putting together what the NEB sent to her and she will have it for the NEB to review soon.

Memorandum of Understanding-PNP/VAVS Anne Parker stated that The American Legion Auxiliary is working on this we should have it in a month or so. The MOU will be presented to the board for review before it is approved. No further update currently.

National Past President and Past Department President Pins:

25 Year Pins: Nothing to update currently. Discussion regarding possibly recognizing members prior to 25-year mark. Possibly having chapters buy them for their members. Opened the floor to discussion. It was suggested that we use a special document that we can print and frame for our members. It was suggested that National purchase them and provide to the chapters. Thought at starting at year 10. Discussion regarding possibly using a rocker to go with the pin for people who exceed 10,15, 20, 25 years. Discussion regarding coordination on how to track members and have website accurately help us. We may need to have members go to the website and check that their start dates are correct. 1'vp stated she would help with the groundwork to get this moving forward.

MOTION was made to develop a template for 15- and 20-year member recognition certificates. Friendly amendment to include 10-year member.

MOTION to develop a template for 10, 15, 20-year members recognition certificate.

Seconded

CALL for vote.

No opposition, No Abstentions.

MOTION PASSED – 1VP and President will work on creating this.

Convention Update: 2VP is looking for new pictures of the NEB for the Yearbook by May 31, 2024. Discussion regarding ordering yearbooks to take to the convention for sale.

MOTION to order 50 yearbooks to bring to convention to sell.

Seconded

CALL for vote.

No opposition, No Abstentions.

MOTION PASSED

Discussion regarding yearbooks we have extra of and what years we need to complete the archives for National. Continued discussion as to where they should be stored.

MOTION that the NP should have and maintain the yearbooks for our archives and be the keeper of them moving forward.

Seconded

CALL for vote.

No opposition, No Abstentions.

MOTION PASSED

Reminder for letters to the body to be included in the convention folders. Please get them sent to convention chair email and copy NP by May 31, 2024.

NP to NEB into CES at 9:04 P.M. CST.

NP to NEB out of CES at 9:54 P.M. CST.

Additional Business for the Good of the Organization. Seeing none, NP asked to close the meeting.

PNP/Chaplain closed our meeting in prayer at 9:58 P.M. CST.

Respectfully submitted,

Amy Jo Hutchinson, National Recording Secretary



National 1st Vice President May Report 2024

-Attended all NEB Calls

-Communicated through emails and phone calls with multiple members and those with Chapter questions

-Processed Renewals, New Memberships and Transfers

-Assisted the National President when needed

-Provided support and information to all Chapters sending basic questions to the National 1stVP and forwarding to other officers if it was appropriate

-Working with the Webmaster, Fin Sec and Treasurer to process dues renewal questions and new members

-Working with the 4thVP on compliance issues regarding rosters and affiliation agreements

-Assisted in some Chapter issues and questions about elections, pro tem positions and closings

-Assisted Chapters with navigating the website, their profile, dues, renewals and new memberships

-Approved Officer Rosters and Affiliation Agreements for 2023-2024 including updated rosters and affiliation agreements

-Assisting new Chapters with profiles and website information

-Working with Chapters on correcting officer rosters, affiliation agreements and basic questions for compliance

-Designed and composed message for National newsletter

-Working with old and new Chapters regarding chartering and transferring their membership

- Attended Rolling to Remember and organized the parade group
adventure

-Worked on 1VP Convention report

-Began organizing Convention Delegate Forms

Respectfully Yours in Service,

Karen Stillwell

National 1st VP 2023-2024

1vp@bluestarmothers.us

614-893-1180



National 2nd Vice President May 2024 Report

- Attended NEB Zoom meeting
- Attended Memorial Day Zoom meeting
- Reviewed emails for May Newsletter and verified receipt of each email
- Reviewed list from 3VP of April Fallen Heroes
- Designed and edited pages for the May Newsletter
- Finalized May Newsletter
- Emailed National President and webmaster for approval and distribution of May Newsletter
- Worked on yearbook
- Responded to emails received for yearbook
- Worked with yearbook team editing photos
- Prepared email for yearbook photo request, ordering process
- Attended Rolling to Remember in DC
- Responded to texts, emails and phone calls
- Worked on yearbook production

Respectfully submitted by
Karla Keller
2nd VP



National 3VP Report

May 1 – May 31, 2024

- Attended NEB meeting
- Attended Rolling to Remember
- Researched 40 Active Duty Military deaths
- Reported 32 Active Duty deaths including 7 Repatriated
- Added 591 Veterans to the Fallen Veteran list
- Sent list of Fallen Veterans to 2VP
- Sent list and pictures of Active Duty deaths to Chaplain and 2VP
- Emailed updated BtoG Guide to Dept 3VP's and BtoG Liaison
- Conversation with Dept Ohio BtoG Liaison about updated guide
- Assisted chapters with Blue to Gold protocol questions
- Answered phone calls, emails and text messages

April 2024 4vp report

6/08/24

One new chapter is ready to be installed, unknown circumstance preventing from installing right away

I have sent out a few new chapter requests, NC is almost ready to get started on training. One in AL getting ready and another one in TX getting ready.

I have answered many emails with questions regarding resetting email passwords, obtaining chapter emails, and membership questions.

National Financial Secretary Report – May 2024

Attended NEB Meetings
Attended all Finance Committee Meetings
Attended Financial Officer Meeting
Emails, texts, calls - answered, responded, and filed as needed
Attended Rolling to Remember/Memorial Day Events

National Financial Assistant

She has worked on building spreadsheets with info needed to enter deposits into QB for May and has started June. She has completed review of Annual Report Financial Documents and following up with Chapters for Compliance.

Compliance Annual Report Financial Document Reviews by NFS, NFA, and PNP AP

All annual report financial document reviews complete and approved of those who have submitted them 6-4-24.

8 chapters have not submitted annual reports as of 5-3-24.

Financials:

Completed entering May deposits in QB for all 4 accounts, reconciled, reports created and sent to FC.

Due to Chapter/Department Checks

Follow up on checks returned for incorrect addresses and for those being held for non-compliance. 9 first quarter checks are still being held (these will go "stale" soon). 2 second quarter checks are still being held. Two checks for one chapter are awaiting updated address info from chapter to be mailed again. We will begin 3rd quarter check processes this week.

Incoming Mail:

Retrieved all incoming mail from PO Box. Opened and sorted mail into appropriate batches. Processed all mail.

Added mail to spreadsheets (mail received with funds, mail received without funds, member renewals, Convention)

Contacted appropriate NEB member/committee chair with scan of mail relevant to their needs or mail needed items to them

Deposited all funds received and entered deposits into QB

Memberships

Working with 1VP to research all mail/emails received from members with questions. Worked together to defer new members joining late in May.

Departments/Chapters

Worked with Departments/Chapters on various financial related questions.

Rolling to Remember

Attended Rolling to Remember and Memorial Day events.

Sold patches/rockers, collected food money, etc... Paid food money to Susquehanna group. Donations total \$1896, sales total \$1015

Transition Documents

Preparing documents for the next NFS.

Submitted by Sonya Kay, National Financial Secretary - June 4, 2024



NATIONAL TREASURER REPORT

May 2024

Made and received telephone calls, texts, and emails

Worked with other NEB members to resolve issues

Paid bills due May, wrote and signed checks

Posted and matched expenses in QuickBooks

Filled and mailed Online Store Orders –

Received 24 Online Store Orders in May

Completed/mailed all checks to Finsec

Re-ordered items for online store

Attended NEB and Finance Committee Meetings

Attended Financial Zoom for anyone interested

Worked on Treasurer Report for Convention

Worked on transition documents for next Treasurer

Attended Rolling to Remember

Responded to chapters with questions

Yours in Service,

Alethea Tennill

National Treasurer



Department of Michigan Presidents Report
May 2024

- Attended the NEB meeting.
- Held Michigan DEB meeting.
- Attended Rolling to Remember and Memorial Ceremonies
- Participated in Mid-Michigan Honor Flight
- Answered phone calls, emails, and text messages regarding Department business.

Trudy Wysocki
President Department of Michigan

Department of Ohio

May 2024 Report

1. Worked with 2VP on Department of Ohio newsletter
2. Chaired monthly DEB Zoom meeting with chapter presidents
3. Attended Zoom training given by Anne Parker for new chapter OH65
4. Attended Rolling to Remember
5. Continued researching a venue for 2024 Ohio convention, including site visits, requests for proposals, phone calls.
6. Helped organize a Blue Daisy Ceremony for a member/past chapter president.
7. Various emails and calls with Ohio Chapter Presidents, Department Officers, and general public.

Respectfully Submitted,
Lynn Feldman, President
Department of Ohio



BLUE STAR MOTHERS OF AMERICA, INC.
Department of Minnesota
P. O. Box 533
Buffalo, MN 55313



May 2024 Department President Report

- Attended May NEB meeting
- Hosted May DEB meeting
- Presented donation check to Veterans on the Lake Resort in Ely, MN Department of MN Presidents Project 2023-2024
- Attended Memorial Day events in Washington DC
- Attended to other Department business

Jen Pecarina



National Chaplain

May 2024

- Attended NEB meeting.
- Updated the master spreadsheet for GSM.
- Updated the master spreadsheet for our fallen.
- Working on Blue Daisies list.
- Answered phone calls, emails, and text messages.

PNP Stacy Anders

National Chaplain