



## MEETING MINUTES

### BLUE STAR MOTHERS OF AMERICA, INC.

October 8, 2024

**Call to order:** Our National Executive Board Meeting was called to order by National President Rebecca Stafford at 6:34 P.M. CST.

**Opening:**

PNP/ Chaplain Stacy Anders opened with prayer. PNP Carla Brodacki led our Pledge of Allegiance. 1VP Karen Stillwell led the Preamble. Recording Secretary Amy Jo Hutchinson conducted roll call.

**The following were present:**

- National President-Rebecca Stafford
- 1VP-Karen Stillwell
- 2VP-Karla Keller
- 3VP-Jacqueline Ransom
- 4VP-Sonya Kay
- Recording Secretary-Amy Jo Hutchinson
- Financial Secretary-Carrie Beck
- Treasurer-Stacy Breithaupt
- PNP/Chaplain-Stacy Anders
- PNP-Carla Brodacki
- PNP/VAVS REP-Anne Parker
- Dept. MI President-Trudy Wysocki
- Dept. Ohio President-Barb Cook
- Dept. MN President-Jen Pecarina (Joined at 7:44 P.M. CST)
- Parliamentarian-Patti Elliott
- Julie Straw – Finance Chair

**Minutes Approval:**

Minutes from NEB Post Convention Meeting September 10, 2024, were sent to the NEB. Two corrections were noted.

**MOTION** to approve the September 10, 2024, NEB Minutes with noted corrections. **Seconded**

**Call for the Vote.**

1 Abstention / 0 Opposed – **MOTION PASSED**

Finance Committee Report to NEB October 8<sup>th</sup>, 2024.

FC meeting to be held on Sunday, October 20<sup>th</sup> to discuss financial matters:

1. You do not have the August or September financial statements at this time. The FinSec, Treasurer, NP and FCC met with the Auditor on a Zoom call to clear up bookkeeping matters. All recommendations and adjustments suggested by the auditor will be reviewed by the FC at the October meeting. Again, please note: The current year NEB should have “View only” rights to the Online QuickBooks. Please check your email or reach out to FinSec if you would like to be able to see the accounting process and do not currently have your password for access.

2. Online Store matters:

An email vote of the FC was taken on the following matters since the holiday season is upon us.

A. Additions to the Online store:

- 1) Motion coming from Committee to approve the following new item to be added to the Online Store: 17” laptop sleeve, color Red with full-color logo, minimum order qty 50 from 4 Imprint at \$14.85 each (\$742.50) to be sold for \$25 each (\$1,250).

**MOTION coming from the Committee a second is not needed.**

**Coming from committee a second is not required.**

**Call for Vote.**

**No Abstentions/ No Opposed – MOTION PASSED**

2) Motion coming from Committee to approve the following new item to be added to the Online Store: Toiletry bag, color Royal blue with embroidered logo, minimum order qty 48 from 4Imprint at \$13.14 each (\$630.72) to be sold for \$25 each (\$1,200).

**MOTION coming from the Committee a second is not needed.**

**Coming from committee a second is not required.**

**Call for Vote.**

**No Abstentions/ No Opposed – MOTION PASSED**

3) Motion coming from Committee to approve the following new item to be added to the Online Store: Travel blanket, color Navy with full-color embroidered logo, minimum order qty 36 from 4Imprint at \$24.88 each (\$895.68) to be sold for \$30 each (\$1,080).

**MOTION coming from the Committee a second is not needed.**

**Coming from committee a second is not required.**

**Call for Vote.**

**No Abstentions/ No Opposed – MOTION PASSED**

4) Motion coming from Committee to approve the following new item to be added to the Online Store: Umbrella, color Navy with full-color logo, minimum order qty 50 and color Red/White/Blue with full-color log, minimum order qty 50 from 4Imprint at \$12.64 each (\$1,264) to be sold for \$20 each (\$2,000).

**MOTION coming from the Committee a second is not needed.**

**Coming from committee a second is not required.**

**Call for Vote.**

**No Abstentions/ No Opposed – MOTION PASSED**

5) Motion coming from Committee to approve the following new item to be added to the Online Store: Star Pom Cuff Knit hat with full color image, minimum order qty 72 from 4Imprint at \$10.15 each (\$730.80) to be sold for \$20 each (\$1,440).

**MOTION coming from the Committee a second is not needed.**

**Coming from committee a second is not required.**

**Call for Vote.**

**No Abstentions/ No Opposed – MOTION PASSED**

B. Additional platform for BSM merchandise sales: This platform produces each item as it is ordered and ships directly to the purchaser. The price for each item is set by BSMA and incorporates a \$4-10 profit buffer.

Motion coming from Committee to approve the use of Spreadshop Online Store Platform with multiple products (<https://blue-star-mothers-of-america.myspreadshop.com>)

**MOTION coming from the Committee a second is not needed.**

**Coming from committee a second is not required.**

**Call for Vote.**

**No Abstentions/ No Opposed – MOTION PASSED**

Next FC meeting on Sunday, October 20, 2024.

Next NEB Meeting is 12 of November. Suggested NEB meeting move to November 19<sup>th</sup>. Moving Finance meeting to November 17<sup>th</sup>.

### **Officer Reports**

1VP – nothing to add.

2VP – nothing to add.

3VP – nothing to add.

4VP – noted that we have 87 chapters who have filed one part of Compliance and 4 Chapters that are completely done. Compared to last year 20 chapters on this date.

REC SEC – information back regarding Convention Minutes from 3 ladies who are on Minutes Committee.

FIN SEC – nothing to add.

TREAS – nothing to add.  
PNP/Chaplain- nothing to add.  
PNP-Carla Brodacki – nothing to add.  
PNP/VAVS REP-Anne Parker – nothing to add.  
Dept. MI President- nothing to add.  
Dept. Ohio President-nothing to add.  
Dept. MN President- nothing to add.  
Parliamentarian-nothing to add.

### **Old Business**

- **Mid-Year 2025** – Pensacola, FL February 19 -26, 2025. Arriving the Wednesday prior to and leaving the Wednesday after. Contract has been signed. Please look into flights.
- **Convention 2025** – Next Convention city has been confirmed. Dates will be July 28 – Aug 1, 2025. There is a new Convention committee she is working to plan this event. This will be a training year, planning breakout sessions with all officers. The sessions that would not be a breakout but speaking to the Convention as a whole. This may also include our National Mentor Chair, our VAVS REP, Wreaths Across America, and possibly ShipThrifty.
- **Department Conventions**
  - **Minnesota Convention October 11-12**
  - **Michigan Convention October 25 – 27**
- **Garrison Hats:** Will have more information when Steve Anderjack and his wife return from cruise.

**NP took the NEB into CES at 7:33 P.M. CST.**  
**NP took NEB out of CES at 8:46 P.M. CST.**

### **Reminders**

- Please check email at least once per day.
- Newsletter items to 2VP by the 15<sup>th</sup> of the month

NP has been contacted by a chapter in LA asking how our sister chapters are in the southern states where the storms have hit. PNP Stacy and NP are working to be the contact for what the needs might be and how we can best help these chapters,

2VP noted that we did get 2 free yearbooks this year. And we ordered the 30 yearbooks to get the discount.

NP has left over yearbooks from previous years we need to decide what the cost will be for the books 2014, 2013, 2012, 2011, 2009, 2007, 2006, 2005 Yearbooks to be sold. PNP/VAVS noted that \$10 plus shipping would be a good cost.

PNP Carla suggests that we put them on the website for no more than \$5 each plus shipping. As it cost us to transport or ship them to next NT to hold to sell. **Motion was made to sell them for \$5 each plus shipping on the website and take remaining to next convention to sell.**

**Seconded**

**Call for VOTE**

**No opposed/ No Abstentions – MOTION PASSED**

NP noted that we should have a set for our history. She has nothing dated before 2003. NP not sure where the other years went. First yearbook is 1945.

Seeing nothing further for the GOOD of the Order she asked our National Chaplain to close us in prayer.

NP Closed the meeting at 8:59 P.M. CST.

Respectfully submitted,

Amy Jo Hutchinson, National Recording Secretary



## National 1st Vice President October Report 2024

- Attended all NEB meetings, regular and special
- Attended and assisted with the Department of Ohio Convention
- Communicated through emails and phone calls with multiple members and those with Chapter questions
- Processed New Memberships, Renewals and Transfers
- Assisted the National President when needed
- Provided support and information to all Chapters sending basic questions to the National 1<sup>st</sup>VP and forwarding to other officers if it was appropriate

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

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

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

-Assisting new Chapters with profiles and website information

-Working with old and new Chapters regarding chartering and transferring members

-Working with 4VP on training documents

-Composed compliance training article for the Officer Roster and AA

-Updating instructions for the Officer Roster and Affiliation Agreement

-Responding to members not wanting to renew

-Approving Officer Rosters and Affiliation Agreements

-Assisting Chapters with errors on their officer roster and affiliation agreement

- Assisting Chapters by running Chapter rosters and helping with member renewals

Respectfully Yours in Service,

Karen Stillwell

National 1<sup>st</sup> VP 2023-2025

[1vp@bluestarmothers.us](mailto:1vp@bluestarmothers.us)

[614-893-1180](tel:614-893-1180)



## National 2<sup>nd</sup> Vice President October 2024 Report

- Attended NEB Zoom meeting
- Attended emergency NEB Zoom meeting
- Attended Dept. of MN Convention
- Worked on yearbook
- Reviewed emails for October Newsletter and verified receipt of each email
- Reviewed list and photos from 3VP of October Fallen Heroes
- Designed and edited pages for the October Newsletter
- Finalized October Newsletter
- Emailed National President and webmaster for approval and distribution of October Newsletter
- Assisted National President as needed
- Responded to texts, emails and phone calls

Respectfully submitted by  
Karla Keller  
National 2<sup>nd</sup> VP



## National 3VP Report

October 1 – October 31, 2024

- Attended NEB meeting
- Researched 27 Active Duty Military deaths
- Reported 25 Active Duty deaths including 5 Repatriated
- Added 546 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
- Assisted chapters with Blue to Gold protocol questions
- Attended Dept Ohio Convention
- Attended Dept Michigan Convention
- Answered phone calls, emails and text messages



National 4<sup>th</sup> Vice President  
October 2024 Report

- Attended all NEB meetings.
- Attended Finance Committee meetings
- Attended Final Meeting for a closing chapter
- Tracked all compliance related documents received from DCAs – 21 D/C/As are fully complete and they have received their completion letter
- Created more Compliance Email Training documents to be mailed to all DCA presidents/membership chairs. Response has been quite positive
- Created email content to send to D/C/As who have not yet started compliance to be sent mid-November
- Created email content to send to D/C/As who are part way complete with compliance to be sent mid-November
- Emailed the 16 chapters that closed during FY 23-24 reminding them of the need to file compliance and close out their chapters properly with the IRS and their state.
- Worked with Financial Review Team for Annual Report financial document review.
- Worked with webmaster with compliance related questions.
- Working with three new chapters regarding chartering. One has submitted all documents.
- Answered multiple emails from potential new chapters, researched locations, sent getting started information (14 locations in discussion).
- Building processes for opening new chapters, documenting it out in writing.
- Building processes for closing chapters, documenting it out in writing.
- Answered emails from potential new members re chapters near them.
- Answered emails/calls/texts from DCAs.

Respectfully Submitted by  
Sonya Kay  
National 4<sup>th</sup> VP



## **Financial Officers Report October 2024**

Carrie:

Carrie entered deposits in Quickbooks

Carrie met with individual chapters regarding financial questions/concerns

Stacy:

Stacy completed 87 Online Store orders

Stacy entered bills, paid bills, and matched expenses in Quickbooks

Stacy ordered, Received, and Inspected approved Online Store purchases

Team:

Attended all NEB meetings

Answered emails and phone calls

Reviewed and revised end of year 2023-2024 financials and turned them over to the CPA

Completed checks as needed

Continued to update Quickbooks

Designed graphics for Spreadshirt



Department of Michigan Presidents Report  
October 2024

- Attended the NEB meeting.
- Held Michigan DEB meeting.
- Attended BDMI meeting.
- Attended Ohio Convention.
- Attended Blue Daisy Funeral.
- Working on Michigan Convention hotel/weekend details.
- Conducted Michigan Convention.
- Answered phone calls, emails, and text messages regarding Department business.

Trudy Wysocki  
President Department of Michigan



Department of Ohio  
October 2024 monthly report  
President Barb Cook

Attended my first zoom for the NEB

Heald my first department meeting of Ohio

Appointed a fundraiser chair

Set dates for North/South and department of Ohio's convention

Working with Nationwide Hotel and conference center.

Sent letters out to the chapter presidents about our newsletter

Called and emailed chapter 65

Set date for department compliance, worked on compliance with the Department of Ohio board

Talked with Marie Taylor about updating the facebook page.

OCTOBER 2024 REPORT DEPARTMENT OF MINNESOTA

\*Attended the Department of Ohio Convention October 5-7

\*Conducted the Department of Minnesota Convention October 11-12

\*Attended the October NEB meeting

\*Attended the Department of Michigan Convention October 25-27

\*Made location reservations for Department of Minnesota Spring Meeting 2025 to celebrate MN 20 year anniversary of becoming a department and Fall Convention 2025

\*Attended emergency NEB meeting on October 23



National Chaplain 2023-2024

Past National President 2022-2023

October, 2004

- Attended NEB meeting.
- As of 11/9/2024 we have received
- 2 Thank You Cards from GSM
- 1 Deceased Mother card
- 40 cards returned because of having the wrong address.
- As of 11/9/2024 I have sent
- 1 Get Well cards
- 5 sympathy cards to family and chapters
- Working on updating the master list of GSM for next year
- Have started working on a transition report for the next Chaplain
- Answered phone calls, emails, and text messages.

**PNP Stacy Anders**

**National Chaplain**