



MEETING MINUTES

BLUE STAR MOTHERS OF AMERICA, INC.

December 10, 2024

Call to order: Our National Executive Board Meeting was called to order by National 1'st Vice President Karen Stillwell. at 6:38 P.M. CST.

Opening:

PNP/ Chaplain Stacy Anders opened with prayer. 2 VP Karla Keller led the Pledge of Allegiance. 3VP Jacqueline Ransom 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 - Absent
- PNP/VAVS REP-Anne Parker – Excused
- Dept. MI President-Trudy Wysocki
- Dept. Ohio President-Barb Cook
- Dept. MN President-Jen Pecarina
- Parliamentarian-Patti Elliott
- Julie Straw – Finance Chair - Excused

Minutes Approval:

Minutes from NEB Meeting October 8, 2024, were sent to the NEB. No corrections were noted.

MOTION to approve the October 8, 2024, NEB Minutes was made.

Seconded

Call for the Vote.

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

Finance Committee Report to NEB December 10th, 2024.

1. FC meeting held on Sunday, October 20th, November 17th, and December 8th to discuss financial matters:

You should have the September, October, and November financial statements to look over. Efforts to clean up the accounts, in concert with discussions with the Auditor, have been ongoing this fiscal year. The FC is confident that we are presenting you with a clearer, more concise view into the financial dealings of the organization with each change that has been made. (This has been an ongoing goal of the financial officers for years - this is just the latest in our successful efforts.) (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.)

A. Inventory Asset account on the Balance Sheet - detail is located in the Inventory Valuation detail report.

B. Due to Chapters account has been reviewed - you now see a Prior DTC to be resolved. This account balance is carried over from years prior to any open IRS audit period (i.e., more than 4 years ago.) We believe this to be a result of uncashed checks or closed chapter/lapsed memberships prior to 2020 which were voided, but never recouped into Membership Dues income in their respective years.

Depending on the CPA's progress with the 8/31/24 audit, either the CPA will make this change to be incorporated into last year, or the NFS will make an adjusting journal entry as of 9/1/2024.

Motion coming from Committee to approve the September 2024 financial statements to be set aside for audit.

Motion was made to approve September 2024 BSMA Financials.

Coming from committee a second is not needed.

Call for VOTE

No opposed/ No Abstentions - MOTION PASSED

Motion coming from Committee to approve the October 2024 financial statements to be set aside for audit.

Motion was made to approve October 2024 BSMA Financials.

Coming from committee a second is not needed.

Call for VOTE

No opposed/ No Abstentions - MOTION PASSED

Motion coming from Committee to approve the November 2024 financial statements to be set aside for audit.

Motion was made to approve November 2024 BSMA Financials.

Coming from committee a second is not needed.

Call for VOTE

No opposed/ No Abstentions - MOTION PASSED

2. Annual Audit & Tax return Material has been forwarded to the CPA and is in process. CPA has access to the BSMA Online QuickBooks account and will make any necessary changes in conjunction with their audit.

3. Convention planning 2025 A. \$5,000 deposit for convention has been paid. B. President's Project Patch & Rockers - all net proceeds coming through the store will go toward the President's Project.

4. Compliance matters of a financial matter - 4VP can provide you with more current update, but we were informed that 70+ chapters had completed their compliance, 5 had not submitted anything and there were at least 38 chapters in some process of financial review.

5. M & M (formerly Maguire & Maguire) - no donations received yet and FC member will check with them regarding future campaigns.

6. Equipment purchases for NEB - laptops have been purchased and provided to Rec Sec, 2VP & 3VP.

7. Chapter Grant Applications - Existing Chapter applications for MO5, NV3 and MD3 were received and approved (all three chapters are in compliance).

Motion coming from Committee to approve chapter grants for MO5, NV3, and MD3.

Motion was made to approve chapter grants for O5, NV3, and MD3.

Second is not needed coming from committee.

Call for VOTE

No opposed/ No Abstentions - MOTION PASSED

Next FC meeting on Sunday, January 12th, 2025. Report Respectfully submitted, Julie Straw Finance Committee Chair.

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 - nothing to add.

FIN SEC - nothing to add.

TREAS - now that financials are approved the due to chapter checks will be sent.

PNP/Chaplain- 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. Treasurer will send invoices of amounts due for extra days staying to each of us. Please pay by January 15, 2025. Working on a menu and note that some meals will be eaten out. Please plan ahead. Please email 1VP and NP if you have dietary restrictions and if you are planning to eat out. All meals are our financial responsibility. We plan in advance meals and collect money in advance for that.
- **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. Some sessions that would not be a breakout but speaking to the Convention as a whole. That will be National Mentor Chair, our VAVS REP, Wreaths Across America, and possibly ShipThrifty. Officer will have separate rooms and breakout sessions. All NEB members of Draft of Transition Document to NP by February 1, 2025
- **Garrison Hats:** All NEB elected officers need to purchase one from online store. The NT will be mailing them to be embroidered at \$7.50 per hat and that way we will all be uniform. The hats will belong to each of us, not National.

N1VP took the NEB into CES at 7:20 P.M. CST.

N1VP took NEB out of CES at 9:59 P.M. CST.

Reminders

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

Seeing nothing further for the GOOD of the Order she asked our National Chaplain to close us in prayer at 10:05 P.M. CST.

Respectfully submitted,
Amy Jo Hutchinson, National Recording Secretary

Included with these minutes are the Officer Reports from
November 2024 – There was no meeting November 2024
December 2024 – Officer Reports



National 1st Vice President November Report 2024

- Attended all NEB meetings, regular and special
- Attended Chapter Update Zoom
- Special meeting with Webmaster to solve a few website issues
- 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 1stVP and forwarding to other officers if it was appropriate

-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 1st VP 2023-2025

1vp@bluestarmothers.us

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



National 2nd Vice President November 2024 Report

- Attended two Treering yearbook training Zoom meetings
- Worked on yearbook pages
- Reviewed emails for November Newsletter and verified receipt of each email letting them know we will be doing a special Veterans recognition edition for November and chapter pages will be added to December newsletter
- Reviewed list and photos from 3VP of October Fallen Heroes
- Reviewed list of deceased Veterans, from October, received from 3VP, for December Newsletter
- Designed and edited pages for the November Newsletter
- Worked with National President regarding ideas for Special Edition of November newsletter
- Finalized November "Veterans Day Special Edition" Newsletter
- Emailed National President and webmaster for approval and distribution of November Newsletter
- Assisted National President as needed
- Responded to texts, emails and phone calls

Respectfully submitted by
Karla Keller
National 2nd VP



National 3VP Report

November 1 – November 30, 2024

- Researched 25 Active Duty Military deaths
- Reported 21 Active Duty deaths including 7 Repatriated
- Added 443 Veterans to the Fallen Veteran list
- Sent list and pictures of Active Duty deaths to Chaplain and 2VP
- Sent list of Fallen Veterans to 2VP
- Assisted chapters with Blue to Gold protocol questions
- Contacted Michigan Governor Military Liaison
- Searched U.S. Congress and Military websites for possible CAO contacts
- Answered phone calls, emails and text messages



National 4th Vice President

November 2024 Report

- Attended all NEB meetings
- Attended Finance Committee meetings
- Answered multiple emails from potential new chapters, researched locations, sent getting started information.
- Answered emails from potential new members re chapters near them.
- Answered emails/calls/texts from DCAs.
- Tracked compliance
 - 70 DCAs have completed compliance and received their Compliance is Complete emails.
 - 5 existing chapters have not yet started - they have been contacted and will be again soon.
 - Many chapters are just about complete. Contact will be made with each chapter in process soon.
 - 16 chapters closed last FY - working with them to complete their final compliance - 1 is done, 4 more are in process, rest have not responded or have stated they will not complete this. Contacts will be made again soon.
- Worked with 1VP and Webmaster on new chapter process improvements
- WV1 is getting close to being ready to train and then install.
- Two more new chapters are working on getting started.

Respectfully Submitted by

Sonya Kay

National 4th VP



Treasurer and Financial Secretary Report

Carrie:

Carrie entered deposits into Quickbooks, reconciled, and evaluated accounts.

Carrie met with CA25 and helped to rectify their books prior to compliance submissions. Combined over 7 hours of time.

Carrie answered individual chapters questions and concerns with their finances.

Stacy:

Completed online store orders.

Stacy entered bills, paid bills, and matched expenses in QB.

Stacy ordered, received, and inspected approved online store purchases and is rectifying damaged goods from previous shipments.

Working with Julie to correct under/over paid DTC checks.

Financial Team:

Attended all meetings

Answered emails and phone calls

Reviewed and continuing to review past and present Due To Chapter checks and Department Checks. Preparing to send 06/01/24-11/30/24.

Completed checks as needed

Continued to update QB

Designed graphics for new shirt in Spreadshirt.



Department of Michigan Presidents Report
November 2024

- Held Michigan DEB meeting.
- Attended BDMI meeting.
- Cleaning up 2024 Convention last minute items
- Working on Department Compliance
- Working on Michigan 2025 Convention destination.
- Held 3 Departments collaborative meeting
- Answered phone calls, emails, and text messages regarding Department business.

Trudy Wysocki
President Department of Michigan



Department of Ohio
November 2024 monthly report
President Barb Cook

Picked my president project Fallen outdoors

Heald monthly meeting for department with the presidents

Marie and I finished up compliance

Helped my chapter do Christmas packaging

Worked with my chapter president on WWA

Worked with my 1VP on getting hotels for both North/South and Ohio conventions

Made Christmas cards for Patti Culler Elliott for Veterans.

Sent emails to both chapter 64, and 65.

NOVEMBER 2024 DEPARTMENT OF MINNESOTA PRESIDENT REPORT

*attended Honored Always laying of wreaths at Fort Snelling National Cemetery

*conducted department business via call, text and email

*worked on Department compliance

*attended the Department President's zoom meeting with Ohio and Michigan

*worked on Department Spring Meeting 2025 details

*worked on Department Fall Convention 2025 details

Finance Committee Report to NEB December 10th, 2024

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3. Convention planning 2025

- A. \$5,000 deposit for convention has been paid.
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to approve chapter grants for MO5, NV3, and MD3.

Next FC meeting on Sunday, January 12th, 2025.

Respectfully submitted,

Julie Straw
Finance Committee Chair
FinanceChair@BlueStarMothers.us



National 1st Vice President December Report 2024

- Attended all NEB meetings – facilitated the December meeting for the National President
- Attended the December National Financial committee meeting
- Attended the December Mentor Committee meeting
- Attended special meeting with webmaster
- Communicated through emails and phone calls with multiple members and those with Chapter questions
- Processed New Memberships, Renewals and Transfers

-Working on membership application additions – new, associate and transfers

-Responding to members not wanting to renew

-Approving Officer Rosters and Affiliation Agreements

-Assisting Chapters with errors on their officer roster and affiliation agreement as well as duplicates and updates

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

Respectfully Yours in Service,

Karen Stillwell

National 1st VP 2023-2025

1vp@bluestarmothers.us

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



National 2nd Vice President December 2024 Report

- Attended NEB Zoom meeting
- Worked on yearbook
- Reviewed emails for December Newsletter and verified receipt of each email
- Reviewed list and photos from 3VP of November Fallen Heroes
- Added list of deceased Veterans, for October and November, received from 3VP, to December Newsletter
- Designed and edited pages for the December Newsletter
- Finalized December Newsletter
- Emailed National President and webmaster for approval and distribution of December Newsletter
- Completed 2VP and yearbook training documents for transition to review at mid year
- Assisted National President as needed
- Responded to texts, emails and phone calls

Respectfully submitted by

Karla Keller

National 2nd VP



National 4th Vice President

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Respectfully Submitted by

Sonya Kay

National 4th VP



Department of Michigan Presidents Report
December 2024

- Attended BDMI meeting.
- Finalizing 2024 Convention last minute items.
- Working with chapters on Compliance questions.
- Working on Michigan 2025 Convention destination.
- Answered phone calls, emails, and text messages regarding Department business.

Trudy Wysocki
President Department of Michigan



Department of Ohio
December 2024
President Barb Cook

Heald monthly meeting for department

Helped my chapter with two big events Veteran of the year dinner, WAA

Worked on speech for an event I was invited to in January

Signed contracts for both of Ohio events for 2025.

Sent emails to both chapter 64, and 65.

DECEMBER 2024 DEPARTMENT OF MINNESOTA PRESIDENT'S REPORT

*Supplied national treasurer with flight information for mid-year 2025

*Attended December NEB meeting

*Conducted December DEB meeting

*Attended Wreaths Across America event at Fort Snelling National Cemetery

*Worked on plans for Department Spring Meeting

*Conducted other business for the good of the organization via phone, email and text

Respectfully,

Jen Pecarina