



MEETING MINUTES

BLUE STAR MOTHERS OF AMERICA, INC.

February 21, 2025 – Midyear Day ONE - Friday

Call to order: National Executive Board meeting was called to order by National 1VP Karen Stillwell at 9:00 A.M. CST.

Opening:

PNP Carla Brodacki opened with prayer. 2VP Karla Keller led the Pledge of Allegiance. 3VP Jacqueline Ransom led the Preamble. Recording Secretary Amy Jo Hutchinson conducted roll calls.

The following were present:

- National President-Rebecca Stafford - Excused
- 1VP-Karen Stillwell
- 2VP-Karla Keller
- 3VP-Jacqueline Ransom
- 4VP-Sonya Kay (Joined at 9:24 A.M.)
- Recording Secretary-Amy Jo Hutchinson
- Financial Secretary-Carrie Beck
- Treasurer-Stacy Breithaupt
- PNP/Chaplain-Stacy Anders – Excused
- PNP-Carla Brodacki
- PNP/VAVS REP-Anne Parker
- Dept. MI President-Trudy Wysocki
- Dept. Ohio President-Barb Cook
- Dept. MN President-Jen Pecarina
- Parliamentarian-Patti Elliott
- PNP/By Laws Chair - Pat Soler
- Mentor Chair – Denise Guerra

Minutes Approval:

Minutes from NEB Meeting January 14, 2024, were sent to the NEB. No corrections were noted.

MOTION to approve January 14, 2024, NEB Minutes was made.

Motion seconded

Call for the Vote.

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

Finance Committee Report coming from Financial Secretary and Treasurer. Financial report is now 20 pages. There was clarification on financials that ShipThrifty has a credit for BSMA. When others use BSMA as an affiliation when using Ship Thrifty we are issued a credit. Instead of leaving this as a credit on ShipThrifty and not tracking that, we have decided to track it and use the credit. We use those funds to send things. It is not used to send store items, just administration when mailing paperwork between the officers. We will look forward to seeing if they offer Certified mail and possibly the RecSec could use it. Discussion was had regarding benefits of using this credit rather than using money from our budget.

Motion coming from NT to use the credit from Ship Thrifty for administrative shipping purposes.

Motion seconded.

Call for VOTE

No abstentions, NO Opposed – MOTION PASSED

Coming from Finance Committee a motion to accept financials as presented to be set aside for audit. Coming from committee a second is not needed.

Call for VOTE

No abstentions, No Opposed – MOTION PASSED

Coming from Finance Committee a motion to approve expenditure for Park Scholarship of \$2000. Coming from committee a second is not needed.

Some discussion ensued.

Call for VOTE

No Abstentions, No Opposed – MOTION PASSED

Coming from Finance Committee a motion to approve the inclusion of luggage fees for Midyear travel not to exceed two checked bags. Coming from committee a second is not needed.

Some discussion ensued.

Friendly amendment to include “airline standard luggage fees for checked bag”

Finance Committee Quorum is present to amend the motion. Amended motion is to approve the inclusion of standard luggage fees not to exceed two checked bags for Midyear NEB meeting travel 2025.

Call for VOTE

No abstentions, No Opposed – MOTION PASSED.

Coming from committee a motion to make the VAVS match in 2025 to the amount given by the chapters. Clarification currently have budget \$7000 in our accounting. We currently have \$8900. They would like to have match what we have taken in. Some discussion ensued. This amount does include VA Yearbook ads.

Restate of motion: Motion coming from committee to make VAVS match in 2025 to the amount given by chapters.

Coming from committee a second is not needed.

Call for VOTE

No abstentions, No Opposed – MOTION PASSED.

Coming from committee to approve the purchase of one hundred notebooks with stylus at \$2.49 each for VAVS gifts at convention this is within our budget.

Coming from committee a second is not needed.

Call for VOTE.

One abstention, No opposed – MOTION PASSED.

Motion coming from committee to approve the \$250 chapter grant for NC15.

Coming from committee a second is not needed. Discussion ensued.

Call for VOTE.

No abstentions, No Opposed – MOTION PASSED.

Mentor Chair addressed the NEB with her presentation of Training for convention. She will address the body as a whole at convention.

She detailed her presentation and encouraged the NEB to give suggestions and ideas for improvements.

Break 10:36 A.M. CST

Midyear Meeting resumed 10:49 A.M. CST

Mentor Chair continued with her Mentor Frequency Evaluation Procedure. Reviewed how frequently chapters are contacted by their Mentor.

Governing Documents Chair left the meeting at 12:24 P.M. CST

N1VP took NEB into CES at 12:24 P.M. CST

N1VP took NEB out of CES at 1:03 P.M. CST

Closed the meeting for lunch.

Returned from lunch at 2:26 P.M. CST

N1VP took NEB back into CES at 2:26 P.M. CST

N1VP took NEB out of CES at 3:27 P.M. CST

Big Dipper/ JCEA Review of Rubric

Motion for the Big Dipper/JCEA Rubric the Miscellaneous inclusion column needs to be removed in its entirety. Motion seconded.

Call for VOTE

No Abstentions, No Opposed – MOTION PASSED

Discussion ensued regarding the Rubric in its entirety.

Motion was made to change column heading BSMA Member or child/grandchild of BSMA Member. Motion seconded. Friendly amendment to add (to the bottom of the page *as defined in BSMA Constitution Article 4 - Eligibility)

Call for VOTE

No abstentions, No Opposed - MOTION PASSED

Motion to add at the bottom of the form amount of award, check number, and date 1099 was mailed. Friendly amendment to add returned check received line. Friendly amendment was withdrawn.

Call for a VOTE.

No abstentions, No Opposed - MOTION PASSED

Motion that total score will be between zero and eleven. Total of all columns. (Remove all words all five)

Call for VOTE

No abstentions, No Opposed - MOTION PASSED

Motion to change throughout the document to say "Active Duty, and then Veterans change the sequence. Motion seconded.

Call for VOTE.

No abstentions, No Opposed - MOTION PASSED

Motion to accept the Big Dipper/JCEA Rubric as corrected. Motion withdrawn.

New Motion to add "/Department " added to the document throughout.

Motion seconded.

Call for VOTE.

No Abstentions, No opposed - MOTION PASSED

Motion to accept the Big Dipper/ JECA Rubric as corrected.

Motion seconded,

Call for VOTE.

No abstentions, No opposed - MOTION PASSED.

Big Dipper/JCEA Financials

- They fall under our umbrella as a National Corporation.
- Should be reviewed once per year
- Noted that NFS and NT understood that they would review the financials

Motion to have NFS and NT do a quarterly review of National Big Dipper/JCEA financials.

Motion seconded.

Call for VOTE.

No abstentions. No opposed – MOTION PASSED

Summary of Convention

- Officer training will be all round table
- We want to make sure the training include how to mirror as a chapter
- Each session will be one hour and fifteen minutes. Allowing time for Q and A. Be prepared to engage attendees if they do not have questions.

President/Recording Secretary/ Mentor Chair

1VP

2VP

3VP/ M. Johnson

4VP

Treasurer/ Financial Secretary

- Suggested that FC be there to support if needed

Governing Documents/ Parliamentarian

Floor Sessions – All will attend – Entire convention body

- ShipThrifty – suggested not having them at the end of the day
- VAVS – Clarification if she will have platform remarks and a table in the back afterwards for Q and A
- Wreaths Across America

We need to be sure our Transition Documents can be easily understood and followed so that if a new person steps in they can have no issue.

Discussion and recommendations for breakout sessions

- No audio/ Video equipment available in break-out rooms
- Encouraged to have hand outs
- Have members sign-in and leave email addresses for follow up
- Can we post Transitions to the website following our convention
- Suggested that we have a scribe in each session to take notes and cover the questions with answers for the website or to attendees following the convention. Suggested that we have PNP's in each room to do this.
- It was suggested that we have seven sessions not six. Cutting them to an hour long.
- It is suggested that attendees know that if the chapter pays their way as a delegate they are required to attend breakout sessions.
- Suggested that we have a "Passport to Learning" or "Passport to Success" card that is signed or stamped as attendees come to breakouts. Once all breakout sessions have been attended the card will go into a drawing for \$100 gift card (Donated by NFS). Must attend all sessions.
- Suggested that we possibly color code the rooms or name tags
- Suggested that we have attendees stay in the breakout rooms and have presenter move rooms.
- Suggested that we break up chapters to attend different sessions not together, so they can meet new people and view sessions independently.
- Suggested that other appointed members make a Transition Document (IE: Mentor Chair, DC Rep)

Seeing nothing further for the GOOD of the Order, our N1VP asked our PNP/VAVS REP Anne to adjourn us for the day in prayer at 5:45 P.M. CST.

Respectfully submitted,
Amy Jo Hutchinson, National Recording Secretary



MEETING MINUTES

BLUE STAR MOTHERS OF AMERICA, INC.

February 22, 2025 – Midyear Day TWO – Saturday

Call to order: National Executive Board meeting was reconvened by National 1VP Karen Stillwell at 9:01 A.M. CST.

Opening:

PNP Pat Soler opened with prayer.

The following were present:

- National President-Rebecca Stafford - Excused
- 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 – Excused
- PNP-Carla Brodacki
- PNP/VAVS REP-Anne Parker
- Dept. MI President-Trudy Wysocki
- Dept. Ohio President-Barb Cook
- Dept. MN President-Jen Pecarina
- Parliamentarian-Patti Elliott
- PNP/By Laws Chair - Pat Soler
- Mentor Chair – Denise Guerra

Big Dipper Standing Rules Review

- Discussion was held
- Review by our National Parliamentarian
- Noting so many corrections and changes - National Parliamentarian is willing to work with the Big Dipper to create a new document.
- 1VP has a formatted Standing Rules Document that she will send to Dept of Michigan President and National Parliamentarian.

Motion to have Big Dipper revisit their Standing Rules Document with the assistance of the National Parliamentarian and then resubmit to the NEB.

Motion Seconded.

Call for Vote.

No Abstentions, No opposed. – MOTION PASSED.

It was suggested that the Standing Rules submitted by chapters can be reviewed by National Parliamentarian before they go to the NEB. There are two chapters waiting review OH9/ OH57. Standing rules should only cover chapter-related items that are not already covered in the Governing Documents. If the Chapter is in a Department, the Standing rules should go to the Department for review first, then passed to the NEB.

Transition/ Training Document Review

1VP – presented her Transition/ Training Documents

- Opened the floor for discussion and suggestions

2VP – presented her Transition/ Training Documents

- Opened the floor for discussion and suggestions

Break at 10:53 A.M. CST

Resumed at 11:08 A.M. CST

3VP - presented her Transition/ Training Documents

- Opened the floor for discussion and suggestions

4VP - presented her Transition/ Training Documents

- Opened the floor for discussion and suggestions

- Clarification on the EIN/990 Compliance notification process to the Treasurer

National Recording Secretary– presented her Transition/Training Documents

- Opened the floor for discussion and suggestions

Break for Lunch at 1:15 PM CST

Resumed at 2:21 P.M. CST

National Financial Secretary – presented her Transition/Training Documents

- Opened the floor for discussion and suggestions
- Clarification on how long we hold closed chapter funds for chapters without a Department and where do we send it? 1VP noted that Ohio/Michigan have Standing Rules that they hold funds for one year and then send them to nearest VA hospital to that closed chapter. This is not in our current Governing Documents.

Motion that when a chapter closes the NEB will hold their money for one year and then send it to the nearest VA hospital.

Friendly amendment that we send to nearest VA hospital after all known chapter liabilities have been paid. Amendment accepted.

Some discussion ensued.

Call for Vote.

No abstentions, no opposed – MOTION APPROVED.

- Discussed hard drive back ups versus cloud drive. Tabled discussion until Financial Meeting

National Treasurer – presented her Transition/Training Documents

- Opened the floor for discussion and suggestions
- NT reminded NEB members to take advantage of apps for booking travel and flights. Use Swabiz on Southwest account. Also have Hilton and Marriott accounts to save money for our Corporation.
- PRNEWS Flyer – 1VP suggested that we have a press release for our National Convention will confirm with NP. NT to help with that.

- Permission for use of Military Service Emblems from DOD. BSMA does not have permission to use them. Our vendor who makes our coins does, that is why we can sell them.

Motion to have our NT contact the six branches of our Military service in an attempt to obtain permission of logo usage by BSMA.

Motion seconded.

Some discussion ensued.

Call for Vote.

No Abstentions, no opposed – MOTION APPROVED.

Financials Policy Review

- Financial Chair and Finance committee are working on a draft to update Financial Policies
- Possible ideas for FC and Committee: Create a Financial acknowledgement from chapters that they agree and will abide by financial policies. To have the Treasurer, Financial Secretary, and 1VP at chapter level sign
- Questions regarding who is on Finance Committee NT, NFS, and minimum of three other general members, not NEB members to avoid improprieties.

Leadership Handbook Review

- All NEB members received 2014 Leadership Handbook Document that was voted on and approved by the body. We did vote to remove the descriptions of officers at past convention. NP would like us to update our job descriptions of what we have so we can add them to the Leadership Handbook. NP mission is to have a procedural description to add to it so that the chapters understand what each office entails.

Meeting adjourned for the evening at 6:26 P.M. CST

Respectfully submitted,

Amy Jo Hutchinson, National Recording Secretary



MEETING MINUTES

BLUE STAR MOTHERS OF AMERICA, INC.

February 23, 2025 – Midyear Day THREE – Sunday

Call to order: National Executive Board meeting was reconvened by National 1VP Karen Stillwell at 9:05 A.M. CST.

Opening:

PNP Carla Brodacki opened with prayer.

The following were present:

- National President-Rebecca Stafford - Excused
- 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 – Excused
- PNP-Carla Brodacki
- PNP/VAVS REP-Anne Parker
- Dept. MI President-Trudy Wysocki
- Dept. Ohio President-Barb Cook
- Dept. MN President-Jen Pecarina
- Parliamentarian-Patti Elliott
- PNP/By Laws Chair - Pat Soler
- Mentor Chair – Denise Guerra

VAVS Rep Anne Parker – presented her Transition/ Training documents

- Opened the floor for discussion and suggestions

Parliamentarian and Governing Documents Chair – presented their Transition /Training documents

- Opened the floor for discussion and suggestions

Confidentiality Agreement Update and Review

- Reviewed legal recommendations, confirmed certain modifications, and returned them to the legal for further review.

Governing Documents Review from legal

- **Constitution** – reviewed and made changes as directed by legal.
- **By-Laws** – reviewed and made changes as directed by legal.

Break at 11:06 A.M. CST

Resumed at 11:36 A.M. CST

Governing Documents Review from legal

- **Code of Conduct** – reviewed and made changes as directed by legal.
- **Affiliation Agreement** – reviewed and made changes as directed by legal
 - Question was raised if all PNP's should be signing the Affiliation Agreement and then that would also include all Department Presidents. PNP Carla B. is going to confer with her legal and get back to NEB so that we can confer with our legal advisors.

25 Year Recognition Pin Proposal (Guard Pin)

- Same company that makes our BSMA pins will do something for us. Enola Castings can make them \$5 - \$8 each. Gold chain with #25
- N1VP will contact PNP who may have information – per PNP Carla B. 2012 was last year we handed this out at PNP Jean Burlingame Convention.
- Just the chain with the #25.
- Need to set parameter for continuous years
- Code of Conduct Article II – Section 5

Motion to move begin the planning process to honor our 25-year service members by placing an initial order in the amount of twenty-five guard pins with Enola Castings.

Motion Seconded.

Call for Vote.

No abstentions, no opposed – MOTION PASSED.

- NT will confer with the Finance Chair as to which line item this should go under.

Break for lunch at 1:15 P.M. CST

Resumed at 2:14 P.M. CST

Confidentiality Agreement – Final Approval

Motion was made to accept the amended version of the Confidentiality Agreement. Friendly amendment to add no later than May 1, 2025.

Motion withdrawn.

Motion to accept amended version of the Confidentiality Agreement effective immediately for newly appointed or elected representatives.

Seconded.

Call for Vote.

No abstentions, no opposed – MOTION APPROVED.

Motion to have Confidentiality Agreements signed annually.

Seconded.

Call for Vote.

No abstentions, No opposed – MOTION APPROVED.

Break at 2:26 P.M. C.S.T.

Resumed at 2:30 P.M. C.S.T.

N1VP took NEB into CES at 2:30 P.M. C.S.T.

N1VP brought NEB out of CES at 5:55 P.M. C.S.T.

All NEB members stood and joined hands as PNP/VAVS Rep Anne Parker closed our 2025 Midyear meeting session in prayer at 5:58 P.M. C.S.T.

Respectfully submitted,
Amy Jo Hutchinson, National Recording Secretary

APPROVED