

DEPARTMENT OF NEW MEXICO
COUNCIL OF ADMINISTRATION MEETING
JUNE 4, 2017 @ 9AM
Sheraton Albuquerque Uptown Hotel

Meeting Opened at 9:05 AM by Commander Fred Eaton in due form

Roll Call of Officers: District 4 Commander Doil was excused

Roll Call of Posts:

- Nineteen (19) Post Commanders were present;
- Six (6) Posts had representation; Posts 614, 2528, 5890, 9515, 9517 and Post 10763
- Twenty One (21) Posts had no representation, Posts 1131, 1389, 1793, 2182, 2528, 3099, 3221, 3242, 3317, 3370, 4243, 5432, 6216, 7688, 8448, 8874, 9516, 9676, 10763, 11999, and 12071

Past State Commander Hampton installed the Inspector, Chief-of-Staff and Deputy COS

OLD BUSINESS: NONE

NEW BUSINESS:

Commander Eaton:

- Need Code of Ethics and Whistleblower Policies signed and returned today
- Need Copies of DD214 & Contact info on newly elected Council Members
- Discussed contents of the Council folders
 - To include General Order #1, Calendar of Events and the district meeting schedule
 - New change; there will not be a Department rep at every District meeting. There will be a rep at the first meeting

Entertain a Motion on the following:

- to retain the Service Officer and Claims Consultant;
- maintain employees salaries at the current rate
- maintain the QM stipend at the current rate
- to allow VMS Fundraisers
- to keep the Department Delegate fees at current rate
- to keep Department Registration fees at current rate
- to reimburse Officer-of-the-Day travel expenses

- to reimburse Department Photographer travel expenses
- to purchase Gold Legacy Life Membership for Commander at the end of term
 - Motion by Judge Advocate Cathy Brock
 - 2nd by Jr Vice Rich Nutt
 - Discussion: None
 - Motion Passed

Judge Advocate Cathy Brock brought up that there is a section in the by-laws that we have been violating for many, many, years that need to take care of. That is in Article 6, Section 3, pertaining to the Department Convention and Mid-Winter Conference.

Section 3 states (in the last paragraph):

"The Department Quartermaster shall set up a Department Convention Fund and all Department delegate registration fees received shall be placed therein and used and expended only for expenses incurred and expenditures made in the holding of an Annual Department Convention each year."

- QM Fouse responded that the line item has been in the budget for past 10 years
- Brock said it is not listed in the budget
- (NOTE: Refer to the 12th line item on the Estimated Income and line item 508 on Estimated Expenses. The entire chart of accounts is not listed due to the size of the end product and some are grouped together in a single category as reflected in Account 508. The Chart of Accounts does reflect those line items as mentioned in the Department By-Laws as does the Profit & Loss rep)
- End of Discussion

Sr Vice Mark Decker was passing out little strips of paper with the web address to register your hotel room for the Mid-Winter Conference. Some were registering at the hotel on the 3rd weekend and some on the 4th weekend. The Mid-Winter Conference will be held on the last full weekend in January

*****UPDATE SINCE OUR MEETING:** After confirming the hotel contract and verifying the dates with the hotel staff;

**WE WILL BE MEETING ON THE 3RD (THIRD) WEEKEND IN JANUARY FOR OUR
MID-WINTER CONFERENCE
MAKE THE NECESSARY CHANGE TO YOUR CALENDAR'S AND THE CALENDAR
OF EVENTS IN YOUR COMMANDERS BOOKS
ENSURE THIS IS BRIEFED AT DISTRICT AS WELL AS YOUR POST MEETINGS**

Asst ADJ Karla Eaton briefed that the State Commander is holding the District Commanders responsible for the books

- Too many Posts never received a book last year and some years prior
- Ensure your individual Posts receive their book prior to the Flying Squadron
- Posts need to see the changes and they way we will be doing business

Motion by Sr Vice Mark Decker to keep the pre-registered rate at \$8.00 and raise the price at the door to \$30.00 because of the large amount of members waiting to register at the door. This convention we had 61 pre-registered and 65 register at the door. We need those numbers ahead of time. Want to make it so those will pre-register

- 2nd by Jr Vice Rich Nutt
- Discussion:
 - Jr Vice Nutt: what is the reasoning behind the \$30.00 vs. \$20 that was presented in the packets?
 - Decker responded: after sitting down with the QM and going over the monies; \$30 is hopefully a way to help get more members to pre-register. For several years, the QM has had to guess on many factors to include the amount of food, the number of seats to setup for each meeting etc. based on how many pre-registered members we have.
 - QM Fouse: Over the years, we have set precedence on allowing registering at the door, which was usually for those who didn't know if they would be able to get off work, etc...But, it has increased so dramatically over the years that we cannot predict how many meals to buy, seats to set up etc...We guarantee the hotel so many rooms, and a minimum amount that we have to spend on food and drink all before we ever show up at Convention or Mid-Winter. We are at a point now where the people at the door registering are larger than those who register beforehand. We are having to make a lot of difficult decisions based on assumptions. Sometimes we get it right, but most of the times we are off. Second options have been discussed and not to offer any meal tickets at the door to get our projections closer. This time we only had 42 meals pre-bought and a guarantee of \$5,000 in food and drink that we have to cover. This may be an incentive to register early.
 - Surgeon Roy Maldonado commented that this will create more problems by jumping the price to \$30 the amount might cause people not to attend and the conference will be smaller and smaller. I think \$30 is a high price and is a penalty not a solution. The solution is doing an accountability action prior to the event and then act on it.
 - PSC Hampton suggests raising the fee to \$20, for at least this year, and have a early bird registration drawing for discounts or something for everyone who has registered prior to a date to be set.
- Cathy Brock amends the motion to raise registration at the door to \$20.00 instead of \$30.00
 - Many of our members do not understand the difference between registration fees and convention delegate fees, and that is why they are not pre-registering. It is our fault for not explaining thoroughly
 - Post QM's are responsible for getting the delegate fees sent in.
- 2nd by Len Hampton
- Further discussion: None
- Motion on the Amendment Passed

Motion by Mark Decker to increase the cost of meals at the door to double the price

- 2nd by Rich Nutt
- Discussion:
 - Rich Nutt: For many years now, participation is declining. Biggest issue is the costs of the meals. By doubling the price of the meals bought at the door, no one will buy any meals at the door. Possibly cut off banquet sales 2 weeks prior and take create a buffer of a certain percentage to sell at the door, first come first served.
 - Cathy Brock commented, we are charging twice as much at the door, or if they buy them here, and we end up sitting with a batch of tickets left. Wouldn't it be better to get them to buy here and go to the banquet than sitting on a batch of unsold tickets left over where we already guaranteed the meals?
 - QM Fouse: We have to have a number for the hotel to know how many meals to purchase, how many meals to cook.
 - Brock: I would rather see any unsold tickets sold at the door than Department take the loss.
 - Maldonado: agreed the cost of the meals is the biggest issue. However, I caution that if we continue to increase, the numbers will not get any better. It's good to have some on hand to make something than nothing. (inaudible)
 - QM Fouse explained the cost breakdown of the meals. On the lunch, there is the cost of the meal, plus 7% tax, plus a 22% service charge. Meal ended up costing close to \$30.00 and we sold for \$25 (\$15 with Dinner). We can't keep taking a hit on these losses. The prices are going to keep going up because of the economy, and will never come down. Something to think about.
 - Commander Eaton stated they have something in the works with the hotel.
- Further Discussion:
- Motion declined

Motion by PSC Hampton to adopt/accept the Convention Book and Media Kit as Standard Operating Procedures

- 2nd by District Joe Esparza
- Discussion: Cathy Brock stated there isn't any appointments assigned to these positions
- PSC Hampton: Motion to accept the books and not the positions
- Brock stated on page 1 of the media kit booklet, it states about positions
- PSC Hampton amends the motion to change the language on page 1 of the Media Kit from Communications Officer to read Editor. (Pen & Ink change)
- 2nd by Roy Maldonado
- Further Discussion: None
- Amended Motion Passed

Original motion as amended

- Motion passed

Motion by PSC Hampton to authorize the QM to create 2 budget line items for the Public Affairs/Communications Officer and the Department Asst ADJ.

- 2nd by District 5 Commander Joe Esparza
- Discussion: If there aren't any appointments made, how can we have these line items?
- The appointments were made prior to the presentation of the motion
- Rich Nutt: the amendment needs to be changed to keep in line with what was just passed
- ADJ Fouse explained the separation of responsibilities between a PA/Comm Officer and Editor. PA deals with the public on Department & VFW issues and the Comm officer handles the website and social media
- Cathy Brock moves to change the language of PA/Comm Officer to Public Relations Officer
 - 2nd by District 2 Commander Victoria Haddock
 - Discussion: None
 - Amended Motion Passed

Original motion passed

Motion by PSC Hampton to move 60K from Savings to our Edward Jones account based on recommendation of the Budget Committee

- 2nd by Cathy Brock
- Discussion: None
- Motion Passed

GOOD OF THE ORDER:

Homecoming at Post 9515 on Sept 23rd at 12 Noon

PSC Hampton briefed on Posts with less than 10 members to be 100%

Presentation of Past State Commander's Pin to Len Hampton by Sr Vice Mark Decker

Surgeon Roy Maldonado addressed the proper installation of Post officers

- Cathy Brock stated the installation can occur NLT 10 days prior to the State Convention. The incoming Post Officers do not take office until the State Commander is installed
- Question about the 10 day requirement. Brock will look up. Page 71 of the Manual of Procedure describes correct procedures. Installation can be any time prior to Convention

Asst ADJ Karla Eaton briefed on the VOD/Patriot's Pen program updates and the new themes

- Teacher of the Year applications are due on October 31st

There are shirts available for sale to wear during the National Convention Patriotic March for \$15 each. See Karla

National Council Member Kathie Schiebel

- Posts have to report their deceased members, this is not being done by some Posts
- Importance of District and Post Commanders to review and be responsible for the Compliance Report, and deadlines to make All-State Team
- Our incoming Sr Vice CINC Lawrence has zero All State Posts.

Congratulations to Gil & Alice Lopez for having a Post in Hatch able to hold a District meeting

Asst ADJ Karla Eaton has taken over some additional duties to assist the ADJ, so if and when she calls and asks for something, it is coming from either the Commander or Adj/QM Fouse

Comments by Council Members

- PSC Hampton thanked those who has helped him with membership
- Inspector Raul Sanchez: the State Commander has put a lot of responsibilities on the District Commanders. They are the middle man between the HQ and the Posts. Take your job seriously, because it will reflect by the end of the year.
- Have a good line of communication with your Posts
- Send all of the audits to my email or mailing address (listed in the directory)

Commander Eaton briefed on his expectations for the year.

- Communication and attendance is key this year
- No reason not to complete requirements
- Post Commanders are to attend all Council meetings if possible or at least a rep from the Post.
- If you would like to be involved with the Committee on options to re-districting the Department, please let me know.

Meeting adjourned at 10:35 hrs in due form, our next meeting will be on Saturday, September 23th @ 10AM at Post 9515, Portales with the Commander's Homecoming to follow starting at 12 Noon

Approved By:



Charles "Fred" Eaton
State Commander

Attested By:



David Fouse
State Adjutant

Distribution:
Council Members
District Commanders
Posts
File