

Special Executive DEC meeting
10/25/22
6pm Zoom

Attendance: President Bettina Kossow, President Elect Janelle Mendelson, Secretary/Treasurer Terry Lena, Immediate Past President Theresa Brandt, Chaplain Judy Sadler, NEC Laurie Kuntz, Vice President Casey Rigerman, DEC Deb Davis, and DEC Pat Steranka

Chaplain Judy Sadler gave an opening prayer

Bettina called this meeting to order.

Ad Hoc Committee

Bettina would like to create an Ad Hoc committee to review and update the Procedure book. She brought up the example regarding the Juniors mission trip. There was not good enough information in it and if it had, then it could have been handled outside of this meeting.

Bettina appointed Laurie Kuntz Chair and Vice Chair Janelle Mendelson. Judy Sadler volunteered to be on the committee. The Procedure book should align with Constitution and Bylaws.

Laurie mentioned an idea take each committee and break down duties and responsibilities as well as chain of command. Put it in writing as a guide and then at least when the new chairman comes along, they will have something to guide them. It is in essence a living document

She also mentioned about an ABC book from Nebraska. Any kind of form is right there in the document. Each committee with a form. Everything in one place. This hopefully will help the new chairs Once it has everything in it, then we can include it on the website. Change as you go.

Bettina asked if there were any concerns with the Ad Hoc committee? Casey asked about a time frame. The goal Bettina is hoping for would be by the end of the year so it will be in place for incoming new chairs. She has asked for a monthly update by email to discuss the outline and project plan.

Dues Increase

Bettina stated we all know national dues increased \$6 dollars beginning in the year 2024. She asked for a short discussion about what our next steps should be for the Department of Colorado. We need to look at our budget and forecast for next year. Do we increase or decrease what we are receiving from department? Need to look into this by mid-year to give the units all the tools they need to make an informed decision for their own unit dues. The report to National on unit dues is due by 3/15/23. We can't vote on a department dues increase until the year end convention.

Janelle stated our membership goal this year is 4,390. She asked what we got last year but Terry did not have those exact figures on hand.

Pat Steranka stated the Finance Committee can meet and report back sometime around the first of December. We should have some sort of recommendation. Bettina said to look at inflation and forecast 95% membership. Our leadership team has been very vocal. The units that have \$30 dues need to really look at their dues.

Pat stated some of our units in her district have already made the decision to not raise but fundraise to make up the difference. Bettina stated we need to give our membership the tools and guidelines to make a decision in February for the March deadline. She went on to say that at the district meetings, she has been talking to the units about the dues increase. She brought up the statement heard at the National Convention "what is your veteran worth to you?" to put it into more perspective.

Juniors Mission Trip

3 juniors will be attending the mission trip to Minnesota. They initially requested \$1,500 for the trip. Chair of Juniors, Ann Ritacco has requested an additional \$300 for President's Project. There is a little over \$3,000 balance and this trip will take about half of that. Not much activity in juniors account over the last 2 years. One donation one deposit.

Total request for the trip will be \$1,702 due to more people flying. Ann is the only person driving and will not request reimbursement. Traditionally, chaperones that were included their trip was paid. There is nothing in place as procedures. Bettina said it is expected the chaperons will doing their own thing during the day and are mainly there to be for transport and for the hotel. The juniors are in training during the day and the adults can attend the adult training. Question was brought up regarding if we need to reimburse the adults. Currently we have money, but we will deplete it more than half this year which is why we need to put in the procedures in place. \$1,702 + \$300 for Presidents Project will leave a balance close to \$1,100. We don't know what will happen next year, there could be more juniors. They may need to fundraise. Laurie said the year she has took several juniors to national convention and required the juniors to fundraise at their units. The department would pay registration and they pay the rest. Pat stated doesn't understand why there is a big to do about it and why it has to be approved by committee. She stated she understands how Ann feels. Does 2022 sets a precedent? Next year they have 1,100 and may be fundraising. How do we go forward from here? Are you thinking about the girls coming down the pipe? Can you support that?

Casey asked if we establish or make a comment for this year coming out of covid there was not an opportunity for girls to fundraise and we are making an exception not setting a precedent and further down we will have our procedures in place. Casey went on mission training and her unit paid her admission fee and 1 night of hotel, and she paid the rest. Pat agrees to go ahead and pay it this time but have to have procedures in place next time.

Janelle – questioned the \$100 coming from this fund or is it \$100 coming out of our budget. Judy said no it's the junior delegate fee attending regional junior aux meeting. The money is to offset any expense to attend the meeting. Nothing in our budget because we haven't had juniors travel since 2019.

Bettina made a request for a motion from the floor. Pat moved to pay what they have requested, and to look at procedures manual for juniors activity in the future. Casey seconded it. Judy suggested we should be amending the previously adopted \$1,500. We should strike out the \$1,500 and insert the \$1,702. Laurie moved to strike out the previous adopted \$1,500 approval and insert \$1,702 No additional discussion. Bettina called for a vote: Janelle; yes, Casey: yes, Deb: yes, Laurie: yes, Pat; yes. The eyes have it.

One additional thing – Ann requested another caveat in requested to use the department credit card for the hotel. Judy said no the credit card is coming out of general account not restricted account and Terry agreed. They need to prepay. We reimburse afterwards.

Bettina brought up something not on the agenda regarding accepting credit card payments. Currently we are not able to receive credit card payments at the department. At best we have to go over to legion and legion runs it over and then they send us a check. This is used primarily at the conventions. We can get a square and the cost is minimal.

Judy stated that since this is not in the agenda, it needs to be ratified by Executive Board. Robert Rules 915 the only business transaction at special meeting is what is in the meeting this rule does not preclude of a privileged motion for any subsidiary may arise in connection with the transaction. To become valid, it needs to be ratified by the board. Take the action send an email to ratify. Terry will send out ratification by exec board. Go into detail and approve to do the credit card. Laurie moves to accept credit card through the square and Janelle seconded it. Any discussion? Bettina called for a vote: : Janelle; yes, Casey: yes, Deb: yes, Laurie: yes, Pat; yes. The eyes have it. Terry will send an email to the Executive Board. A majority is needed.

Chaplain Judy closed the meeting in prayer.

Meeting adjourned at 6:57pm.