



## **38<sup>th</sup> Officer Candidate Course/Basic Class 3-66 United States Marine Corps Alumni Incorporated**

### **Meeting of the Board of Directors**

October 7, 2007

Officers Present: Dave Mellon, President; Alexander McClinchie III, Vice President; Stephen Snyder, Secretary/Clerk; Charles; Mike St. Clair, Sergeant-at-Arms.

Directors Present: Andrew Blenkle, Alan Stefl, David Wall, Jack Sheehan, Terry Lewis, Michael Janay, Stephen Bowen and Terry Cox.

Director Absent: Charles Sooter, Treasurer

Time Convened: 0900

Location: The Reunion Hospitality Suite, Room 1492, Key Bridge Marriott Hotel, Arlington, Virginia

### **Agenda**

Call to Order: President Dave Mellon called the meeting to order at 0900.

The Board welcomed Terry Lewis to his first term on the Board.

The Board discussed and/or resolved:

Reunion wrap-up: Terry Cox will supply a final list of those attending. Estimates are that about 10 who signed up did not show. Disposition of surplus name tags and vests was discussed. Dave Mellon invited directors to provide comments on the reunion, including what went well and what needed improvement, to Chuck Sooter. Dave will contact Chuck to do an after-action type report, as he has done on previous occasions.

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Dues vs. Contributions: The Board continued its discussion of how it should finance association operations. To date most financial support has come through surplus funds collected in connection with reunions. Many members, it appears, have not even been aware that the association has a payment of dues program let alone that the program exists on three tiers -- Eagle, Anchor and Globe -- ranging from \$50 to \$150 per annum. One suggestion has been to reduce "dues" by 50% at all three levels, hoping thereby to increase participation. Another is to provide membership cards, a reunion memento, or special recognition for giving above the basic level. A related question is whether dues, like contributions, will be tax deductible. Jack Sheehan and Steve Snyder will look into these issues and collaborate on recommendations to the Board to be presented in time for implementation before Veteran's Day.

San Diego 2009 reunion: Mike St. Clair ran some of his ideas for the 2009 reunion by the Board. There also was discussion that some members felt that the reunion site selection process was not as inclusive as it should be.

Communications: The Board continued its discussion how to improve communications with and interest by members. Jack Sheehan will look into possible web site alterations to increase hits by and site friendliness to members. There was discussion about posting meeting minutes or association financials on the association web site and/or circulating the association web site URL to members on refrigerator magnets or mouse pads. Mike Janay will look into some alternatives.

Compliance: By motion duly made and seconded and approved unanimously by the Directors present the Board Resolved to appoint Business Filings, Inc., 155 Federal Street, Boston, Massachusetts 02110 to replace Walter H. Flynn, 9 Regina Road, Weymouth, Massachusetts 02188 as the Resident Agent for the Corporation.

Management and Reporting of Association Finances: Chuck Sooter earlier had posed a number of questions to the Board relating to financial management and reporting. After discussion, the Board resolved to i) direct the Treasurer to report twice annually -- at times to be determined -- to the Board concerning association finances, ii) communicate to members regarding the association affairs generally and its finances more specifically through a twice annual president's report that would include general financial information and invite any member wishing to have more details to so request to the President or Treasurer, iii) reauthorize the Treasurer to issue checks up to \$500 from the accounts of the association and put in place a new procedure whereby the Treasurer can issue checks for higher amounts with

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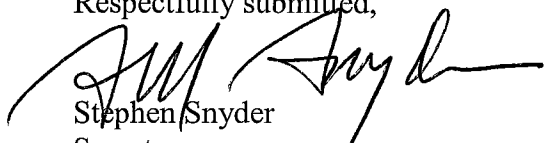
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written authorization (including email or fax authorization) from the President or Vice President, and iv) provide as a guideline that the Treasurer shall maintain an operating reserve of at least \$5,000, that occasions when the operating reserve falls below \$5,000 be brought to the attention of the President, and that amounts held in association accounts in excess of \$5,000 be evaluated by the officers and board from time to time in connection with charitable giving opportunities.

Governance: On recommendation of the President, and after discussion, the Board resolved to constitute itself an executive committee of the whole for purposes of conducting association business from-time-to-time in the interims between special or general meetings. The executive committee will meet under guidelines implemented by the president that will allow for, among other things, email polling of the committee on issues as they arise. All executive committee decisions would be effective as and when made although all decisions also would be reviewable at later special or general meetings.

Adjournment: On motion seconded and approved by the Board, the President adjourned the meeting at 10:30.

Respectfully submitted,

  
Stephen Snyder  
Secretary