

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

**Regular Meeting of the Board of Directors
October 16, 2013
Crowne Plaza Hotel, San Diego, California**

Minutes

Present: Mike St Clair, President
Pete Clay, Vice President
Steve McComb, Treasurer
Walt Flynn, Secretary / Clerk
Tom Howe, Sergeant-at-Arms
Andy Blenkle
Sam McClinchie
Dave Mellon
Chuck Sooter
Greg Stockstill

Absent: Larry Edwards
Jim Herak
Jack Sheehan

President St Clair called the meeting to order at 3:07 PM. Sergeant-at-Arms Howe confirmed the presence of a quorum. A copy of the agenda is attached to these minutes. On motion of Dave Mellon, the minutes of the regular meetings of the Board of Directors conducted on October 5, 2011 and October 9, 2011 were approved.

Secretary's Report

Walt Flynn reported that all required reports have been filed with the Internal Revenue Service and the Commonwealth of Massachusetts. Only the 2013 Annual Report to the Commonwealth of Massachusetts, due on November 1, 2013, is still outstanding. It requires a listing of Officers and Directors and it will be submitted soon after those individuals are elected on Saturday, October 19, 2013 at the Biennial Business Meeting.

Treasurer's Report

Steve McComb provided a preliminary report on the 2013 Reunion finances; revenue of \$17,268, expenses incomplete but projected at \$14,470, with a projected surplus of \$2,800. He also submitted a detailed financial report, a copy of which is attached to these minutes.

Report of Committees

Discussion ensued regarding the activities of the several standing committees. That discussion resulted in three motions being made and unanimously approved. They were:

Pete Clay moved that the contribution to the Semper Fi Fund be increased from \$2,000 to \$5,000. The increase was proposed because of the favorable balance reflected in the Treasurer's end-of-year projections.

The Nominating Committee submitted its recommendations for a slate of Officers and Directors for the period October, 2013 to October, 2017. Walt Flynn moved that the Committee's report be presented to the membership for adoption. In accordance with the By Laws, the recommended slate of Officers and Directors will be published and posted prominently in several places around the Hospitality Room. A copy of that notice is attached to these minutes. The Board, in its discussion, felt strongly that the membership be advised that nominations from the floor for Officers and Directors are welcomed and recommended. Additionally, members who desire to serve as either Treasurer or Secretary should make their desires known to any Board member.

After a comprehensive briefing by Pete Clay that the site of the 2015 Reunion be Norfolk, Virginia, Walt Flynn moved that the Board recommend that site to the membership.

Approval of Board Action

Pete Clay moved that the Board approve all actions taken by the Board by electronic ballot since the last regular business meeting of the Board on October 9, 2011. It was unanimously approved.

General Discussion

The conduct of the Biennial Membership Meeting was outlined and discussed as was the program for the Banquet. Mike St Clair explained how the national budget issues resulted in the withdrawal of the USMC Color Guard and its replacement by a color guard from the Young Marines. Andy Blenkle discussed the Banquet program and the guests: Amanda Walker, representing the Semper Fi Fund, and her husband Billy, a Marine Osprey pilot; a Wounded Warrior not identified; Major John Bobo and his wife Gail; and Sam Patel and his wife, Webmaster for the class's website.

Adjournment

At 4:23 PM, there being no further business, Walt Flynn moved that the meeting be adjourned. It was approved unanimously.

Respectfully submitted,

Walter H. Flynn, Jr., Secretary/Clerk

Date

Agenda
Board of Directors Meeting
October 16, 2013
Crowne Plaza Hotel, San Diego, CA
Meeting Room

- Welcome
- Approval of Minutes
 - Board Meeting - October 5, 2011
 - Board Meeting - October 9, 2011
- Clerk Report
- Treasurers report
- Committee reports
 - Bereavment
 - Contributions
 - Master List
 - Reunion
- Motion to ratify all decisions made by the Board via electronic ballot since October 9, 2011.
- Board Members electing to retire: (to be filled in after inquiry)
- Report of the Nominating Committee:
 - Directors:
 - Steve McComb Greg Stockstill
 - Larry Edwards Dave Mellon
 - Jim Herak Jack Sheehan
 - Alex McClinchie
 - Officers:
 - President-Pete Clay
 - Vice President-Andy Blenkle
 - Secretary-Walt Flynn
 - Treasurer-Steve McComb
 - Sgt. At Arms- Tom Howe
- 2015 Reunion site discussion
- Conduct of Biennial Meeting October 19, 2013
- Conduct of Banquet Program-October 18, 2013

38th OCC/3-66 BC Alumni

End of Year Financial Review - 18 Nov 2012 to 17 Nov 2013

17-Nov-13

	2013	2012	2011
Opening Balance (18 Nov 2012)			
Share Savings	56.93	56.81	56.61
Checking	1,402.20	4,733.20	2,351.75
Money Market	11,404.66	11,522.27	9,982.96
Opening Balance Total	12,863.79	16,312.28	12,391.32
Revenues			
Member Voluntary Contributions	8,529.50	5,995.00	11,411.00
Dividends	88.32	82.97	92.05
Reunion Challenge Coin Sales	-	220.50 (See Note 2)	-
Total Revenue	8,617.82	6,298.47	11,503.05
Expenses			
Bereavement	(Note: \$100 contributor)	(300.00)	(500.00)
Operating Expenses			
Webmaster Payments	(1,405.00)	(1,090.00)	(3,396.25)
Constant Contact (Email Tracking)	(153.00)	(153.00)	(153.00)
Massachusetts Registered Agent	-	(300.00) (Note: 3 Yrs)	-
Massachusetts Annual Report Fee	(18.50)	-	-
Massachusetts State Tax	(4.32)	(4.88)	-
Sales Tax on Coins & Guidons	-	(147.44) (See Note 3)	(See Note 1)
Web Hosting Fee (Bluehost)	-	(251.64) (Note: 3 Yrs)	-
Domain Name	-	-	(36.00) (Note: 3 Yrs)
Total Expenses	(1,580.82)	(1,946.96)	(3,585.25)
Contributions			
MC Foundation Remembrance Br	-	(500.00)	-
Marine Corps Scholarship Fund	(2,000.00)	(2,000.00)	(2,000.00)
Injured Marine Semper Fi Fund	(5,000.00)	(5,000.00)	(5,000.00)

Total Contributions		<u>(7,000.00)</u>	<u>(7,500.00)</u>	<u>(7,000.00)</u>
Operating Revenue less Expenses		12,400.79	12,863.79	12,809.12
Reunion				
	Registration Fees Received	18,048.00 (See Note 4)	-	25,935.00
	Expenses Paid	<u>(13,522.33)</u>	-	<u>(22,431.84)</u>
	Net Reunion Funds	<u>4,525.67</u>	-	<u>3,503.16</u>
Ending Balance (17 Nov 2013)		<u><u>16,926.46</u></u>	<u><u>12,863.79</u></u>	<u><u>16,312.28</u></u>

- Note
- 1 Steve Snyder paid the 2011 Mass State Tax as part of his voluntary contribution for the year
 - 2 Remaining Reunion Challenge Coins sold to members who wanted extra ones
 - 3 Sales tax on Challenge Coins and Guidons reimbursed to Jack Sheehan
 - 4 Reunion registrations from 61 members - 106 total attendees

Voluntary Contributions and Number of Donors by Fiscal Year (18 Nov to 17 Nov)

	2006-7	2007-8	2008-9	2009-10	2010-11	2011-12	2012-13
Total Dues Paid	\$2,000	\$9,338	\$7,228	\$7,522	\$9,431	\$8,795	\$8,529.50
Total Donors	14	91	64	64	80	68	67

NOTICE

The Board of Directors has accepted the Nominating Committee's slate of officers and directors to be voted on at the biennial business meeting of the members on Saturday, October 19, 2013 at 9:00 AM in the Paradise Room, Crowne Plaza Hotel, San Diego, California.

Officers

President	Pete Clay
Vice-President	Andy Blenkle
Treasurer	Steve McComb
Clerk/Secretary	Walt Flynn
Sergeant-at-Arms	Tom Howe

Directors (Term of office indicated in parentheses)

Larry Edwards	(2017)
Sam McClinchie	(2017)
Jack Sheehan	(2017)
Mike StClair	(2015)

Directors (Previously elected to four year terms expiring in 2015)

Jim Herak
Dave Mellon
Chuck Sooter
Greg Stockstill

Nominations from the floor for any member desirous of serving in any of the above positions are welcome.

Additionally, any member who may desire to serve in the future as either Treasurer or Clerk/Secretary, please make your desires known to any Board member. A modest background in those areas is suggested.