

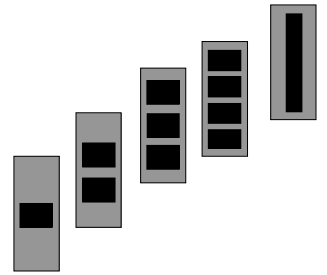


# United States Army Warrant Officers Association Redstone Arsenal Chapter

"USAWOA 2004, 2007, 2009  
OUTSTANDING CHAPTER OF THE YEAR"

[www.redstonewarrants.com](http://www.redstonewarrants.com)

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USAWOA Chapter # 0507

12 August 2010

Subject: Minutes of the Monthly Meeting, 11 August 2010

**1. CALL TO ORDER:** A regular meeting of the Redstone Arsenal Chapter # 0507 was called to order at the Redstone Officers & Civilians Club by the Chapter President, Mr. Max Bennett at 1151. Members and guests were welcomed. Johnie Keeter led the assembly in the Pledge of Allegiance. Chapter Secretary, Johnie Keeter determined that a quorum was present with members.

The following members and guests were present (sign-in roster attached):

<b>CW4 (Ret) Johnie Keeter</b>	<b>CW4 (Ret) Jim Booth</b>	<b>CW4 (Ret) Richard Christian</b>
<b>CW4 (Ret) Johnnie Walters</b>	<b>CW3 (Ret) Gary Swearingin</b>	<b>CW5 Michael Weist</b>
<b>CW3 (Ret) Al Reed</b>	<b>CW4 (Ret) Ricky Cornelius</b>	<b>CW4 (Ret) Steve Seamen</b>
<b>CW4 (Ret) Max Bennett</b>	<b>CW3 (Ret) Vinita Hughes</b>	

Bold indicates active USAWOA members.

**2. READ MINUTES:** The July 2010 Meeting Minutes were distributed through email to the membership. Minutes were read and accepted as published by the members.

**3. READ TREASURER'S REPORT:** The Chapter July/August 2010 Finance Report was presented by the Chapter Treasurer. Chapter Checking Account Balance is \$1,140.65 as of 10 August 2010. Report was approved by the members, subject to audit. Report will be distributed to all required recipients.

#### **4. ANNOUNCEMENTS:**

- a. RSA MWR Concert IPR # 2  
1430-1530, 11 August 2010, Challenger Club, Redstone Room, RSA, AL  
Chapter President/Secretary will attend.
- b. CASA Wheelchair Ramp Build  
0700, 21 August 2010, 1030 Sharpsburg Dr., HSV, AL  
We will meet at Cracker Barrel, Drake Ave., HSV, AL for Breakfast.  
Plans, Photos and Direction will be emailed to the members.
- c. Medal of Honor Public Recognition Program (email attached)  
1630-1800, 28 August 2010, Bridge Street Mall  
All are encouraged to attend.

- d. Veterans Day Parade IPR # 3  
0800-0900, 1 September 2010, Café 401, Lockheed-Martin, Bradford Ave., HSVL, AL  
Chapter President/Secretary will attend.
- e. RSA MWR Concert (Miranda Lambert / Blake Shelton / Colt Ford)  
0900-2200, 3 September 2010, ROCC – RSA Concert Field, RSA, AL  
Volunteers still needed. Contact Chapter Secretary to volunteer and for details.
- f. Next Chapter Meeting  
1130-1300, 8 September 2010, ROCC, The Loft Room, RSA, AL  
Check the Chapter website and your email for changes.

## 5. OFFICERS REPORT:

### a. President's Report: (Mr. Max Bennett)

(1) NAVFOC Meeting Update (21 July), Agenda attached.

### b. Vice President's (Active Duty) Report: (Mr. Tony Caudle) (Not Present.)

(1) No report.

### c. Vice President's (Retiree Affairs) Report: (Mr. Joe Shiver) (Not Present.)

(1) No report.

### d. Secretary's Report: (Mr. Johnie Keeter)

(1) Chapter Monthly Volunteer Hours Report:

- July 2010 Volunteer Statistics:

- o Event(s): (2) CASA Projects (Ramp Build). (17 Jul)  
Craft Shop Frame Project. (Jul)

- o Volunteers: (23) Members / Family Members / Civilian / Youth

- o Volunteer Hours: (80) Hrs

(2) Chapter Memorabilia Status:

- WO Mouse Pads:

- o Sold: 0

- o On Hand: 15

- WO License Plates:

- o Sold: 0

- o On Hand: 14

- Warrant Officer Emblem Caps

- o Sold: 3

- o On Hand: 3

- Chapter Polo Shirts:

- o Sold: 0

- o On Hand: 2 (SM)

- Chapter T-Shirts:

- o Sold: 0

- o On Hand: 26 (XL, LG, MD, SM)

- WO Rank Decals: (W1-W5)

- o Sold: 0

- o On Hand (W1-W5): 189

(3) Mr. Keeter read a Thank You card from Jonathan Pigott, our scholarship winner. Card attached.

(4) Mr. Keeter stated that Joe Shiver (Chapter VP (Retired Affairs)) had Hernia surgery today. All went well and he is resting at home. His contact information is [joe.shiver@gdc4s.com](mailto:joe.shiver@gdc4s.com) or (256) 679-5238.

(5) Mr. Keeter read an email from Ed Banville on his wife's (Carol) medical status. Please keep them in your thoughts and prayers.

(6) Mr. Keeter provided an update status on Judy Storie (wife of former Chapter President Richard Storie). Judy was diagnosed with lung and bone cancer last week. She will start treatment this week. Contact information is: 102 Trevor Circle Toney, AL 35773-9651 or (256) 858-2274. Card that was signed today will be mailed to Judy.

**e. Treasurer's Report: (Mr. Rich Christian)**

(1) Mr. Christian continues to investigate with the IRS the filing of Form 990-N for the Chapter's earning income over \$5,000.00 for 2008.

✓ Mr. Christian stated the rules (amount minimum) for submission had changed and he was still working the issue.

✓ IRS Form 990EZ has been started by Mr. Christian and passed to Mr. Bennett for review and completion. Once returned, Mr. Christian will submit to IRS.

✓ Mr. Christian has made contact with the IRS and has things rolling to correct this situation. Work continues to register/correct the Chapter address with the IRS. USAWOA National needs to include our Chapter EIN (Employee Identification Number) with the other sub-chapters when they submit their information. Email attached.

✓ Mr. Christian states the end of July he will contact the IRS again to complete the IRS Form 990EZ issue. He states he will also contact USAWOA National to inquire about them including the Chapter EIN with the other sub-chapters in their information.

○ Mr. Christian provided an update on the IRS Form 990-N. After contact with the IRS, this issue has been resolved and the Chapter is in good standing, do fees/penalties owed. He will also contact USAWOA National to ensure they include the Chapter EIN with the other sub-chapters in their information and reporting. Email attached. This is a closed action now.

(2) Mr. Christian stated he had been in contact with Regions Bank reference the Chapter Checking Account. On the last statement it was noted that charges had been assessed to our account for the type account it was listed as. A requirement to obtain a Debit Card was addressed as well. Attached email was explained. This action is on-going.

○ Mr. Christian states the charges mentioned last month have been reversed by the bank. The Chapter has been given a no-fee "Life Green Account" and a debit card. Mr. Christian will retain the card and PIN until they may be needed. This will be an issue addressed by the members should using the card become a need or necessity. This is a closed action.

## 6. COMMITTEE REPORTS:

### a. **Community Affairs: (Mr. Joe Shiver)** (Not Present.)

(1) Mr. Keeter stated our CASA Project (Ramp Build) on 17 July 2010 was a success and fun event. This will be a small three section build. Joe Shiver had pre-build the sections. Joe and Don St. Germain removed the old wooden porch and steps on Friday, 16 July. Details were provided by email for those wishing to assist. The day started at the Cracker Barrel on Drake Ave. in Huntsville for breakfast and then to the site. Photos taken by Ms. Lisa Jackman can be viewed on the Chapter website.

(2) Mr. Keeter stated our next CASA Project (Ramp Build) will be 21 August 2010. This will be a five section build. Details will be provided by email for those wishing to assist. The day will start at the Cracker Barrel on Drake Ave. in Huntsville for breakfast and then to the site.

(3) Mr. Keeter reminded those of the Medal of Honor – Bridge Street Public Recognition Program – 28 August Agenda (attached). These festivities will precede the Medal of Honor Gala being held at the Davidson Center that evening. Event times are 1630-1740. Come show your patriotism and spirit.

### b. **Entertainment: (Mr. Max Bennett)**

(1) No report.

### c. **Membership: (Mr. Johnie Keeter)**

(1) USAWOA Membership renewal/overdue renewal reminder emails are being sent by the Chapter Secretary.

(2) Those desiring to join USAWOA, or renew their membership, can do so by calling USAWOA National at 1-800-587-2962.

### d. **2010 USAWOA AMM: (1-5 November 2010): (Mr. Max Bennett)**

(1) The decision was made by the members for the Chapter to host the 2010 USAWOA AMM, Mr. Bennett passed to the members that Committees would be established to start the process of hosting the AMM. Updates are as follows.

- ✓ Mr. Bennett, Mr. Shiver and Mr. Keeter visited the Huntsville Visitors Center for available information. Center will provide packets, banners for Mr. Keeter to take to the April Southeast Region Meeting.

- ✓ Mr. Keeter received the items from the Huntsville Visitors Center for the 19 April 2008 briefing to the Southeast Region Meeting attendees.

- ✓ Mr. Bennett has requested and obtained videos clips from the Huntsville Visitors Bureau, Huntsville Mayor, and Redstone Arsenal Commander. Video clips will be consolidated into 1 short presentation for Mr. Bennett's presentation at the October 2008 USAWOA AMM.

- ✓ Mr. Bennett attended the 2008 USAWOA AMM and presented a video and slide presentation to those present on our Chapter hosting the 2010 USAWOA AMM. The USAWOA BOD voted and the 2010 AMM was awarded to our Chapter. Planning and committee appointments will continue.

- ✓ Mr. Bennett provided a rough-draft proposed Agenda for review.

- ✓ Mr. Bennett stated he was donating monthly to the 2010 AMM Escrow Fund and encouraged others who could do so, to contribute also.

- ✓ Mr. Bennett and Mr. Keeter discussed the 2010 AMM with USAWOA National Vice-President, Mr. Pete Hill during his visit to Huntsville on 3 March 2009.

- ✓ Mr. Bennett and Mr. Keeter held a meeting with Ms. Carolyn Robinson, of the Marriott Hotel on 6 March to discuss details of the AMM and to obtain a cost estimate for holding the AMM there.

- ✓ Mr. Alan Ruzicka stated he will join Mr. Bennett in a monthly donation (allotment) to the Chapter for the 2010 AMM.

✓ Mr. Bennett and Mr. Keeter held a meeting with Ms. Patricia Hurston, of the Holiday Inn on 13 March 2009 to discuss details of the AMM and to obtain a cost estimate for holding the AMM there. Cost estimate was provided for consideration.

✓ Mr. Bennett held a meeting with Ms. B' Lisa King, of the Embassy Suites on 21 March 2009 to discuss details of the AMM and to obtain a cost estimate for holding the AMM there. Cost estimate was provided for consideration. Requested dates for the 2010 AMM will conflict with another agency at the Embassy Suites. Details are being worked.

✓ Cost Estimates for the Holiday Inn were provided to the Regional Director, Gene Perrino for discussion at the April BOD meeting.

✓ Because of the availability of the Embassy Suites, a request to USAWOA was submitted by the Chapter President to change the dates for the 2010 AMM from 18-22 October 2010 to 25-29 October 2010. Request was approved.

✓ Negotiations continue with Embassy Suites on hosting the 2010 AMM. A signed contract should be available in a couple of weeks.

✓ Mr. Bennett attended the 25 July 2009, Southeast Region Meeting and provided an update on the planning for the 2010 AMM.

✓ Visits to the Embassy Suites, Bridge Street Towne Center and city locations provided to the Southeast Region Director (Gene Perrino) and wife Kathy during their 5-6 September 2009 visit to Huntsville.

✓ Request for support/donation (possible \$4,000.00) has been sent to Lockheed-Martin for the 2010 USAWOA AMM.

✓ Mr. Bennett will contact the area Reserve Centers about the AMM and their participation.

✓ Mr. Bennett provided an update to the 2009 USAWOA AMM at Salt Lake City, UT.

✓ Notification from USAWOA National that the days for the 2010 AMM were changed from 25-09 October 2010 to 1-5 November 2010.

✓ Members emailed to join the 2010 AMM Email List and pledge their support for the event.

✓ Embassy Suites Contract signed by the Chapter President.

✓ Page and link added to the Chapter website for those interested in sponsorship of the 2010 AMM.

✓ Mr. Bennett attended the SE Region meeting on 30 January 2010 and provided an update presentation.

✓ Efforts continue by Mr. Ruzicka to obtain a small bus for use during the AMM.

Final decision between small bus or large vans will be made at the July meeting.

✓ AMM DRAFT Business/Events Calendars forwarded to National/Region for review/comments. Comments received and are being reviewed/incorporated.

✓ AMM website being prepared by conferencesbysigma.com. Website will be fully functional by 1 June 2010.

✓ Chapter President presented a detailed brief at the Southeast Region meeting on 22 May 2010.

✓ AMM Information/Registration website [www.redstonewarrants.webeasysite.us/](http://www.redstonewarrants.webeasysite.us/) on-line as of 25 May 2010.

✓ A sponsorship check for \$1,000.00 was received from LogiCore "Readiness Accelerated". Chapter member, CW3 (Ret) Vinita Hughes is an employee of LogiCore and assisted with obtaining this sponsorship. A thank you letter will be sent from the Chapter President.

○ Thank You Letter sent to LogiCore on 24 July.

○ AMM Ball flyer (attached) sent to Ft. Campbell, KY. Flyer being sent to other post(s); Ft. Knox, KY, Ft. Benning, GA, Ft. Gilliam, GA, Ft. Gordon, GA, Ft. Stewart, GA, and Ft. Jackson, SC.

#### **e. Chapter Election: (Mr. Johnnie Keeter)**

✓ Chapter Elections will be in October with installation of Officers at the November AMM. Nominations for Chapter Officers; President, Vice-President (Active Duty), and Vice-President (Retired Affairs) are officially open. Chapter Secretary will accept nominations until election date (13 October). Chapter members may nominate them self. Persons nominating other Chapter members should ensure nominated individual will accept the nomination before they nominate them.

- Chapter member, CW3 (Ret) Vinita Hughes has nominated herself for the position of Vice-President (Retired Affairs).
- Chapter member, CW4 (Ret) Johnnie Walters nominated CW5 Michael Weist for the position of Vice-President (Active Duty). Mr. Weist has accepted the nomination.

## 7. UNFINISHED BUSINESS:

a. Mr. James Joyner, a member of the Alabama National Cemetery burial team informed the members that a part of the burial is to provide a framed certificate with coin to the family of the person being buried at the Alabama National Cemetery. These are provided by the State of Alabama, but because of funding cuts the frame will no longer be provided. Mr. Joyner asked if the Chapter could provide monetary assistance with purchasing the frames. Each frame has a cost of approximately \$15.00. A discussion was held and information provided by Mr. Bob Borden that he would discuss this with a Redstone Craft Shop person (retired warrant officer) to see if the frame could be made there and if so, at what cost.

- ✓ Mr. Joyner provided a photo of the framed certificate and medal. This action was deferred until our next meeting at which time; Mr. Borden will provide an update.

- ✓ Mr. Borden stated that the Redstone Arsenal MWR Craft Shop (Boyce Allen) wants to help. Monetary, materials, manpower will be needed.

- ✓ Mr. Borden states the MWR Craft Shop has the example frame. He will build the frame and hopes coordination will allow producing the frame at no cost for materials.

- ✓ Mr. Borden briefed the members. Materials for the frames will be donated. Frames will be built at the MWR Craft Shop. Members (6 minimum) are needed to take certification classes for the use of machines and building techniques. The Craft Shop will offer all three classes for a price of \$20.00. Classes dates and times will be provided by email. Several members signed up for the classes.

- ✓ Classes have started. Once certified to operate the machinery, those volunteers will start preparing the frames. Members have started making pen/pencils for the upcoming Pen-A-Thon. Actions are underway to schedule additional certification classes.

- ✓ Work has started on the "Commemorative Compassion" Alabama National Cemetery Certificate/Medal Frames project. Currently materials for 4-6 frames have been prepared.

- ✓ To-date, 8 frames are near completion and will be completed tonight, 12 May 2010. After completion, frames will be forwarded to the Alabama National Cemetery for use.

- ✓ Work continues on this project, 17 additional frames have been started.

- 8 completed certificate/medal frames will be transferred to the AL National Cemetery on 12 August. Work continues on the remaining 18 frames. Mr. Steve Seamen is the POC for Craft Shop activities for the Chapter. This action is on-going.

b. Mr. Ed Banville stated he had been contacted about a planned celebration for the 59<sup>th</sup> Ordnance Brigade's departure from Redstone Arsenal to Ft. Lee, Virginia in 2011. Mr. Banville was asked if the Chapter would be interested in helping with the celebration and possibly a golf tournament. It was agreed since most of the Chapter members had been members of the Brigade and the Brigade was a big supporter of the Chapter, we as a chapter should be included in the planning and support the celebration as we can. Mr. Banville will inform the Planning Committee of our choice and continue to monitor this action. This will remain an open action on the Minutes with updates noted as they occur.

- Contact with Mr. William Kelly (59<sup>th</sup> Ord Bde S-3) pending by the Chapter President on the Brigade Departure Ceremony. 1 October has been set as the ceremony date. Chapter participation and details to follow after meeting. This action is on-going.

c. Veterans Memorial Brick Paver. Mr. Johnnie Keeter/Alan Ruzicka will inquire about locating individual purchased pavers with the Chapter paver.

- ✓ Mr. Ruzicka provided information that will be emailed to the members. All those want to purchase a paver and have it placed adjacent to the Chapter paver must do so by 1 September.

- ✓ Email sent to the members explaining the 1 September deadline for purchasing a paver to locate with the Chapter paver. An email link to the Veterans Memorial Foundation has been added to the Chapter website. This action is on-going.

**8. NEW BUSINESS:**

a. Ms. Vinita Hughes stated that Huntsville Hospital has a brick paver program on-going. She will obtain and pass details/information to the Chapter Secretary. Discussion at our next meeting.

b. Mr. Bennett explained that because of the recent email sent that caused the commotion, mass Chapter emails will now be sent as bcc. He advised all that "Reply to ALL" is not a good practice.

**9. ADJOURNMENT:** With our business concluded, the meeting was adjourned at 1255.

JOHNIE M. KEETER SR.  
CW4 (Ret), USA  
Chapter Secretary

/S/  
MAX C. BENNETT  
CW4 (Ret), USA  
Chapter President