

AAFM Summer 2020
Board of Director Meeting Minutes
20 June 2020
10:00 AM – 11:30 AM (MDT)

Attendees:

Don Alston
Tom Cullen
Jock Dodson
Shane Finders
Hank Habenick
Bob Kelchner
Michael Kenderes
Lance Lord (President)
Bob Parker
Randy Tymofichuk
Jim Warner (Executive Director)
Monte Watts

Absent:

Mark Silliman excused for family opportunity

Call in facilitated by Bob Kelchner:

- Zoom
- Meeting ID: 243 998 3710
 - Meeting was not recorded due to technical problem on the part of Zoom

President Gen Lord's opening remarks:

Gen Lord thanked everyone for taking the time to attend the meeting

Agenda:

The Executive Director welcomed everyone to the meeting and thanked Bob Kelchner for setting up the live feed.

1. Action Items
2. Board Officer elections
3. Web site update
4. Committee reports
5. National Meeting
6. Donations
7. Volunteers
8. Sponsors
9. Open Forum

Action Item Review:

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1. Notify RL of our decision to postpone and reach an agreement on a new date
(Accomplished/Closed)
2. Email to the membership on the postponement and will follow up with news in the next newsletter **(Accomplished/Closed)**
3. Capture the nominating committee process and make recommendations to the board for possible incorporation into the Bylaws **(Open-in process)**
4. Notify the board and candidates of the election results, post results of the election on the web site, notify membership via email and prepare an article for the next newsletter.
(Accomplished/Closed)
5. Provide data to Bob Parker on budget requirements (income, expenses, etc) **(Open-In work)**
6. Develop criteria for the Wall of Fame and develop a nomination procedure and then report to the board **(Open-in work)**
7. Committee chairs will develop action plans and report status at the next Board Meeting.
8. Committee chairs will provide budget requests to Bob Parker NLT 31 May 2020
9. Reach out to three Chambers of Commerce to see if we can work a joint tribute to Gen John Gordon to the local foodbanks for COVID relief **(Accomplished/Closed)**

Board Officer elections:

- By Laws call for four positions selected from the Board
 - President (CEO of AAFM)
 - Vice President (Backup to the President in his absence)
 - Secretary (Meeting minutes)
 - Treasurer (Develops the budget with the Exec Director)
- Nominating committee proposed:
 - President: Lance Lord
 - Vice President: Mark Silliman
 - Secretary: Tom Cullen
 - Treasurer: Shane Finders
- Discussion: A motion was made & seconded to accept the nominations and a voice vote all in attendance was unanimous

Web site update:

- Jim Warner reported the new web site is up and running hosted by Wild Apricot
 - Every member has access to their membership and dues status and the membership directory

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- New website provides synergy with a single location (vs previous 3) to send membership updates, dues notifications, track email addresses for newsletter, etc.
- New Patch Gallery is being updated by Monte Watts and Greg Ogletree
- Revised TAP site with obituaries

Committee reports:

- Jim Warner reminded the Committee Chairs their respective committees may have members in good standing vs. only members of the Board

Committee	Description	Chair	Member	Member
Strategic Vision	Sets the mission and goals	Don Alston	Shane Finders, Gary Kapka, Monte Watts	Mike Lehnertz, Mike Kenderes
Governance	Updates by laws	Tom Cullen	Reyes Colon	
Finance	Sets the Budget	Bob Parker	Jim Lurie	
Membership	Focus on retention and growth	Bob Kelchner		
Marketing	Executes vision with messaging	Randy Tymofichuk		
Recognition	Recognition/Wall of Fame	Jock Dodson	Hank Habenick	
Museum	Grants and brochures	Mike Kenderes	Bob Parker	Jock Dodson
Nominating	Nominates potential board members	Mark Silliman	Randy Tymofichuk	

- Nominating: Randy Tymoficuk
 - **Action Item**: Capture the nominating committee process and make recommendations to the board for possible incorporation into the by laws
 - Work in Process
 - Discussions include:
 - In- vs Out-of-Cycle Nomination Processes
 - Is ballot development part of nomination process
 - Identify candidates that reflect general membership needs/composition – possibly recommend update to membership form to include additional data
 - Candidate criteria other than “member in good standing”
 - Planning out-brief next board meeting
- Finance: Bob Parker
 - Continuing to amalgamate all pertinent data in order to create accurate useful budget
- Strategic Vision: Don Alston. Briefed by Shane Finders
 - Provided update on ongoing efforts creating the strategic master plan by which the budget and bylaws may be amended/formulated
- Governance: Tom Cullen
 - Awaiting inputs from other committees in order to draft proposed changes/updates to bylaws
- Membership: Bob Kelchner

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- Provided updated numbers captured in the data below
MEMBERSHIP (AS OF 19 JUNE)

Category	Active	Overdue
Life	684	
Three year	736	68 ↓40
Annual	381	81 ↓47
Active Duty Officer Annual	16	0
Active Duty Officer Three Year	41	4
Active Duty Three Year	13	4
Total	1870	157

No email – 131 (down 48)	New Member	2019 vs 2020
Bad emails – 70	Life Members	19 27
Lost contact – 506	Annual Members	26 99
Convert to electronic newsletter - 239		

- Recognition: Jock Dodson
 - Provided update on ongoing proposed methods by which to recognize outstanding missileers
- Museum: Mike Kenderes
 - COVID 19 has reduced museum interface with the public
 - Updated on number of museums and AAFM brochures at museums
- Marketing: Randy Tymoficuk for Mark Silliman
 - Provided update on ongoing proposed methods by which to market AAFM

National Meeting:

- Jim Warner provided an update and led discussion on the following:
 - Event postponed until 6-10 Oct 2021
 - Ideas on a guest speaker
 - New CSAF and CMSGT of the AF
 - Led discussion on objectives we seek to achieve at our next National meeting
 - Continue with planned 2022 event in Salt Lake City UT
 - Amend plan and conduct National Meeting on odd years
 - Possibility of moving date of national meeting to coincide with 60th anniversary of the Cuban Missile Crisis
 - Consider Vandenberg as part of the location opportunity since missiles were on alert during the Cuban Missile Crisis

Donations:

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- Jim Warner provided the following information and led discussion on where the donations should be allocated:
 - Three received this year
 - \$20
 - \$658
 - \$1000

Volunteers:

- Jim Warner provided the following update on volunteers in specific areas
 - Web master: Dennis Brooke
 - Social media: Dan Tavenner
 - Tech Editor: Stacy Rankin
- Still in need of volunteers in the following areas:
 - Assistant Webmaster
 - Newsletter editor

Sponsors:

- Jim Warner led discussion from whom AAFM should consider seeking sponsorship
- Tom Cullen suggested we approach corporate sponsor businesses who conduct ICBM work
- Jim Warner conveyed the importance of having a strategic master plan that outlines predictable budget requirements before we approach potential sponsors. It will be important to be able to convey how and what their sponsorship would support
 - Jim recommended we have further discussions following completion of the strategic master plan and corresponding budget

Other Business:

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