



## **Executive Committee Meeting**

**Conference Call**

**4 June 2020**

### **Minutes**

The following members of the Executive Committee were present: President, Col. Judi A. Davenport; Immediate Past President, Lt. Col. Donald L. Stockton; Army Vice President, Lt. Col. William B. Pentecost; Army Executive Committee Member, Maj. Gen. Margaret C. Wilmoth; Naval Services Vice President, Capt. Rickey D. Thomas; Naval Services Junior Vice President, Lt. Cmdr. Jeffrey Krilla; Naval Services Executive Committee Member, Sgt. Maj. Rocco C. DeCamillo; Air Force Vice President, Col. Thomas H. Hueg; Air Force Executive Committee Members, Col. Gregory K. Bules, Col. Richard E. Nelson III, and Lt. Col. Richard B. Stephens Jr.; and Executive Director, Mr. Jeffrey E. Phillips.

Appointed national officers present were: Chaplain, Col. Sherman R. Reed; Health Services Officer, Maj. Gen. Peggy Wilmoth; International Programs Officers, Col. Paul Groskreutz and Lt. Col. Beverley A. Houghton; Judge Advocate, Lt. Col. Terry Benshoof; Public Relations Officer, Capt. Henry E. Plimack; Sergeant-at-Arms, Lt. Col. Joseph Snel; and Treasurer, Lt. Col. Layne R. Wroblewski. Also, in attendance were DNCM Chair, Capt. Rafael Ortiz; and Budget and Finance Committee Chair, Lt. Col. Hazel Robinson. National staff members present were Ms. Lani Burnett, Ms. Diane Markham, and Mr. Kevin Hollinger.

Elected and appointed officers absent were: Army Junior Vice President, 1st Lt. Endureth W. Culanag; Army Executive Committee Members, Maj. Peter Powell and Maj. Jason Tolbert; Air Force Junior Vice President, Staff Sgt. April D. Hill; and Naval Services Executive Committee Members, Capt. Paul F. Keane and Cmdr. John G. Rothrock.

Ms. Markham, recording secretary, took roll. With a quorum in attendance, President Davenport called the meeting to order at 7:31 p.m.

President Davenport began the meeting by asking Chaplain Reed for a prayer. President Davenport stated that the purpose of the call is to focus on the national convention. Later in the month, the Budget and Finance committee will meet to review ROA's current financial situation.

President Davenport reviewed options for the convention as were laid out in the read ahead materials.

- Option 1 is to hold the convention at the Sheraton Westport Chalet in St. Louis in September as currently scheduled. The hotel has agreed to waive contracted minimums on sleeping rooms and food and beverage.
- Option 2 is to hold the convention as currently scheduled and add a virtual component. This would add approximately \$8,000 to the cost of anticipated AV. Registration fees for virtual attendees could be charged to make up the difference.

- Option 3 is to cancel the convention and sign a contract with the same property, the Sheraton Westport Chalet, for 2023. The hotel would charge a cancellation penalty of \$63,597.00 but would give 50% of that back to the association in 2023 by way of a credit to the master account.
- Option 4 would be to cancel the convention in St. Louis and hold a virtual meeting. This would result in hotel penalties of \$63,597.00 plus an approximate cost of \$15,000 for the live streaming event.

President Davenport said the department presidents and DNCMs have been polled. Of the 113 respondents, 68 said they would attend either an in-person meeting or a virtual meeting, and of those, 42 stated they would definitely attend in person; 29 respondents said they would attend a virtual meeting; and 16 respondents recommended cancelling the meeting.

President Davenport also received a recommendation from the Health Services Committee and shared that with the ExCom as part of the read-ahead material. Lt. Col. Benshoof offered a legal option on the contract with the hotel. This was also provided as read-ahead material.

*Upon a properly made motion by Lt. Col. Stockton, seconded by Maj. Gen. Wilmoth, and upon a unanimous vote, it was resolved to hold the 2020 national convention at the Sheraton Westport Chalet in St. Louis, Missouri as currently scheduled and add a virtual component for those members unable to travel to the convention.*

President Davenport wrapped up the meeting by thanking everyone for joining the meeting. She will meet with Ms. Markham on defining the convention schedule and will get back to the ExCom via email. President Davenport reminded everyone the next ExCom conference call will be on Wednesday, 22 July 2020.

The meeting was adjourned at 8:25 p.m.

Minutes submitted by Jeffrey E. Phillips, Executive Director.

JEP/dm