



## **Executive Committee Meeting**

**Conference Call**

**May 26, 2021**

### **Minutes**

The following members of the Executive Committee were present: President, Col. Judi A. Davenport; President-Elect, Capt. Robert H. Carmack; Immediate Past President, Lt. Col. Donald L. Stockton; Army Vice President, Lt. Col. William B. Pentecost; Army Executive Committee Members, Lt. Col. Vincent A. Cummings and Lt. Col. Peter Powell; Naval Services Vice President, Capt. Rickey D. Thomas; Naval Services Junior Vice President, Lt. Cmdr. Jeffrey Krilla; Naval Services Executive Committee Member, Capt. Henry E. Plimack; Air Force Vice President, Col. Thomas H. Hueg; Air Force Executive Committee Members, Lt. Col. Susan E. Lukas, and Col. Richard E. Nelson III; 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, Col. James R. Sweeney; Public Relations Officer, Capt. Henry E. Plimack; and Treasurer, Lt. Col. Layne R. Wroblewski.

Also, in attendance were DNCM Chair, Capt. Rafael Ortiz; Budget and Finance Committee Chair, Lt. Col. Hazel Robinson; Scholarship Chair, Sgt. Maj. Deborah Orvin; and national staff and contractors, Ms. Lani Burnett, Ms. Diane Markham, Mr. Jonathan Sih, Ms. Kelly Baché, and Mr. Brad Carlson.

Elected and appointed officers absent were: Army Junior Vice President, 1st Lt. Endureth W. Culanag; Army Executive Committee Member, Maj. Jason Tolbert; Naval Services Executive Committee Members, Sgt. Maj. Rocco C. DeCamillo and Cmdr. John G. Rothrock; Air Force Junior Vice President, 2nd. Lt. April D. Hill; Air Force Executive Committee Member, Col. Gregory K. Bules; and Sergeant-at-Arms, Lt. Col. Joseph Snel.

Ms. Markham, recording secretary, took roll. With a quorum in attendance, President Davenport called the meeting to order at 7:03 p.m.

#### **Call to Order**

President Davenport opened the meeting by asking Chaplain Reed to offer a prayer. She welcomed Mr. Sih to the staff and Ms. Baché to the team as ROA's new SmithBucklin accountant. President Davenport said the convention is approaching and we need to "build the bench" and encourage members to run for national office.

President Davenport said the ExCom will not meet over the next couple of months unless there is an emergency. The next meetings will be in August and September. She also invited everyone to attend the July 14<sup>th</sup> Town Hall meeting.

### **Executive Director and Staff Updates**

Mr. Phillips said Kelly Baché has been retained by SmithBucklin to replace Sunny Patel as ROA's accountant. Mr. Phillips is confident that Ms. Baché will be an asset to ROA. Mr. Phillips announced the hiring of Jonathan Sih to replace Susan Lukas who recently retired. Mr. Sih is a serving Air Force Reserve captain and in the civilian world has been a lobbyist and a Hill staffer. Mr. Phillips said Mr. Sih has amassed a tremendous amount of experience that will be valuable as he represents ROA.

Ms. Markham said plans are falling into place for the 2021 national convention. She said the STARs foundation is sponsoring a happy hour. There will also be a welcome reception that will be partially sponsored. There will be a panel on the COVID response put together by the Health Services Committee. Other speakers will be announced soon. Ms. Markham said the general sessions will be live streamed. Attendees can choose to attend virtually or in person and register accordingly.

### **Budget and Finance**

Lt. Col. Robinson said the committee met on May 4<sup>th</sup> to review the end of the year budget and the consolidated financials. She said ROA has received the PPP loan in the amount of \$143,000, which was put toward cash flow. FY21 ended in the red, but not as bad as it could have been had ROA not drawn from the contingency fund. The staff is working on the application for the EIDL loan.

### **ROA STARs Foundation**

Lt. Col. Stockton said the foundation board has been meeting every other month to plan for future events. Receptions are being planned for both the 2021 and 2022 conventions. The 2021 reception will be light. The 2022 convention will have a much nicer reception at the Willard hotel.

Mr. Carlson said they held a meeting with the ambassadors to begin ramping up the program again post-COVID. He said they are mapping out the Principal Gift Phase cultivation events. He is working on the reserve readiness center and who can be sponsors for the various portals. The campaign has topped the \$3M mark. The next direct mail package is ready to go in the mail.

### **Mentorship Program**

President Davenport reminded everyone of the discussion regarding the mentorship program during the last meeting. She had tasked everyone with reviewing the side-by-side report that compared the three companies interviewed by the staff. Mr. Phillips asked for authorization to use up to \$30,000 from the HJR scholarship fund to cover the costs of the Mentorship City mentorship program software and to the launch of the program.

*Upon a properly made motion by Lt. Col. Stockton, seconded by Lt. Col. Cummings, and upon a unanimous vote, it was resolved to authorize a draw of up to \$30,000 from the Henry J. Reilly Memorial Scholarship Fund to launch the mentorship program and pay monthly fees to Mentor City.*

### **C&A Amendment Deadline Waiver**

President Davenport said she received a request from the Department of Missouri for the Ex-Com to waive the deadline for submission of proposed amendments to the 2021 convention.

Col. Nelson said the Missouri Department wants to submit an amendment that would give associate members the same rights and privileges of regular members. President Davenport said Col. Tony Atlas, chair of the C&B committee, recommended not allowing the waiver as this amendment is not time sensitive.

*Upon a properly made motion by Col. Nelson, seconded by Col. Hueg, and upon a unanimous vote, it was resolved to waive the deadline to allow Missouri's proposed amendment to be sent to the C&B committee for consideration at the 2021 convention.*

### **Centennial Celebration**

Capt. Plimack said one of the programs for ROA's 100<sup>th</sup> year is to highlight a member of the week. He urged everyone to work within their departments and chapters to nominate individuals to be featured as members of the week.

### **Wrap-up and Adjournment**

President Davenport said she has received a lot of positive comments regarding the magazine. She said there are great articles from the staff, VPs, family support, international programs, etc. She said she is glad the ExCom fought hard to do the magazine.

The meeting was adjourned at 8:27 p.m.

Minutes submitted by Jeffrey E. Phillips, Executive Director.

JEP/dm