



Executive Committee Meeting

2022 National Convention

September 29, 2022

Minutes

The following members of the Executive Committee were present: President, Capt. Robert H. Carmack; Immediate Past President, Col. Judi A. Davenport; Army Vice President, Lt. Col. Vincent A. Cummings; Army Executive Committee Members, Col. Anthony K. Atlas Sr., Lt. Col. McKinley Williams Jr., and Lt. Col. Peter Powell; Air Force Vice President, Lt. Col. Layne Wroblewski; Air Force Executive Committee Members, Lt. Col. Susan E. Lukas, and Col. Barb Ortiz; Air Force Junior Vice President, Capt. Zohe Quintero; Naval Services Executive Committee Member, Col. Scott Willis; Naval Services Junior Vice President, Lt. Cmdr. Bill Kozlowski; Naval Services Vice President, CAPT. Henry Plimack; Executive Committee Members, and Capt. Samuel Wright; and Executive Director, Mr. Jeffrey E. Phillips.

Appointed national officers present were International Programs Officer, Lt. Col. Beverley A. Houghton; Judge Advocate, Col. James R. Sweeney; and Treasurer, Lt. Col. Layne R. Wroblewski; Historian, Lt. Col. William B. Pentecost Jr; Public Relations Officer, CAPT. Henry Plimack; and representing the Chairman, DNCM, Richard Neiman Jr.

Also, in attendance were Budget and Finance Committee Chair, Lt. Col. Hazel Robinson; Strategic Planning Committee Chair, Lt. Col. Milton Houghton; national staff, Ms. Lani Burnett, Ms. Diane Markham, and Mr. Matthew Shwartzman; and Military Non-Profit Consulting representative, Mr. Brad Carlson and KMC Digital staff member, Angie Monroe; and ROA members Evan Hultman and Scott Russell.

Elected and appointed officers absent were Naval Services Executive Committee Member, CDR. John Leonard; Chaplain, Brig. Gen. Robert Pleczkowski, Air Force Executive Committee Members, Col. Paul L. Bailey; International Programs Officer, Capt. David M. Epstein; Sergeant-At-Arms, LTC Joe Snel; and Health Services Officer, MG Peggy Wilmoth.

Call to Order

President Carmack opened the meeting by asking LTC Cummings to provide the invocation. Ms. Diane Markham took roll and announced Ms. Burnett will be the recording secretary. With a quorum in attendance, President Carmack called the meeting to order at 9:07 a.m. President Carmack welcomed everyone, provided a brief overview of the agenda, and asked Executive Director Phillips for his report.

Executive Director Update

Mr. Phillips provided an update on the current staff transition, building upgrades and operations to include contracting with Ackridge on renovation of Norfolk Southern's office space, and a financial overview and the status of replacing ROA's current financial management accounting firm (SmithBucklin) with the newly selected firm (CBM).

ROA STARs Foundation

Col. Davenport reported that the Foundation is in the process of reviewing its governing documents, making changes where needed to ensure all align with IRS requirements. Once completed they will revisit the service agreement between ROA and the ROA STARs Foundation.

Foundation activities this year included a children's writing contest, a review of the School Kit content, and planning and sponsoring the Centennial Celebration reception.

Brad Carlson/MNPC reported that the Second Century Campaign has hit the \$4.5 million mark.

Budget and Finance

Lt. Col. Robinson reported that ROA's finances are a work in progress; \$1.2 million in and \$2.2 million spent. She reported that rather than hiring an interim bookkeeper as previously approved by the ExCom, ROA is now working with SmithBucklin on a month-to-month basis. A discussion on changing ROA's fiscal year is on the committee's agenda. She thanked everyone for their team effort.

Old Business

President Carmack reminded the committee of the previous discussion regarding the consolidation of Alabama, Arkansas, Louisiana, Mississippi and Oklahoma, at the request of those departments. They also requested to be named the Department of Southeast.

Upon a properly made motion by Lt. Col. Wroblewski, seconded by Capt. Wright and upon a unanimous vote, it was resolved to establish a new department that will include the current Departments of Alabama, Arkansas, Louisiana, Mississippi Oklahoma, and further resolved to disestablish those departments that are now included in the newly formed department.

Upon a properly made motion by Lt. Col. Wroblewski, seconded by Capt. Quinterro, and upon a majority vote (8-4), it was resolved to name the newly formed department the Department of the Southeast.

New Business

Lt. Col. Lukas, representing the Department of National Capital Region, and Lt. Col. Robinson, representing the Department of Maryland-Delaware, requested permission to close the Department of National Capitol Region, and become members of the Department of Maryland-Delaware.

Upon a properly made motion by Lt. Col. Lukas, seconded by Lt. Col. Wroblewski, and upon a unanimous vote, it was resolved to close the Department of National Capital Region and integrate the NCR members into the Department of Maryland-Delaware.

Upon a properly made motion by Lt. Col. Lukas, seconded by Lt. Col. Wroblewski, and upon a unanimous vote, it was resolved to rename the Department of Maryland-Delaware, to Department of Maryland-Delaware-NCR.

STARs Foundation

STARs Foundation President Judi Davenport briefed on the status of the STARs bylaws review.

Upon a properly made motion by Col. Davenport, and upon a unanimous vote, it was resolved to ratify the STARs bylaws amendments as presented and amended.

ROA Fiscal Year Change

National Treasurer Lt. Col. Wroblewski and the Budget and Finance Committee recommended ROA's fiscal year be changed to align with the calendar year.

Upon a properly made motion by Lt. Col. Wroblewski, seconded by Capt. Wright, and upon a unanimous vote, it was resolved to change ROA's fiscal year to January 1 – December 31 effective January 1, 2023.

ROA Building Fund

Upon a properly made motion by Lt. Col. Wroblewski, seconded by Capt. Wright, and upon a unanimous vote, it was resolved to create a building fund.

Future Meetings

The location of future convention sites was discussed. As per a previous ExCom decision, the convention will be held in Washington, DC in even number years and in another city location during odd number years. Baton Rouge is the recommended location for the 2023 convention. Diane Markham will conduct a site visit shortly after this convention.

An ad hoc committee was formed to review the current national meetings structure and make recommendations to the ExCom. Capt. Carmack, Lt. Col. Houghton, Lt. Col. Lukas and Col. Peck were selected as committee members.

There was discussion about whether the March 2023 Leaders Conference will be a hybrid meeting; no decision was reached.

PNP Update

Lt. Col. Stockton provided an update on Brig. Gen. Mike Silva's medical status, sharing that Brig. Gen. Silva is currently in rehab after release from ICU and prayers are appreciated.

Wrap-Up and Adjournment

President Carmack thanked everyone. The next virtual ExCom meeting will be held on 26 October; time and agenda will be sent.

The meeting was adjourned at 11:45 a.m.

Minutes submitted by Lani Burnett, ROA Chief of Staff.

JEP/lb