



Executive Committee Meeting

**Hilton Baton Rouge Capital Center
Baton Rouge, Louisiana**

September 28, 2023

Minutes

The following members of the Executive Committee were present: President, Capt. Robert H. Carmack; Immediate Past President, Col. Judi A. Davenport; President-Elect, Lt. Col. Layne Wroblewski; Army Vice President, Lt. Col. Vincent A. Cummings; Army Executive Committee Members, Col. Anthony K. Atlas Sr., and Lt. Col. McKinley Williams; Air Force Vice President, Lt. Col. Layne Wroblewski; Air Force Executive Committee Members, Lt. Col. Susan E. Lukas, and Col. Barbara Ortiz; Naval Services Vice President, Capt. Henry E. Plimack; Naval Services Executive Committee Members, Cmdr. John Leonard, Col. Scott Willis, and Capt. Samuel Wright; and Executive Director, Mr. Jeffrey E. Phillips.

Appointed national officers present: Judge Advocate, Col. James R. Sweeney; Public Relations Officer, Capt. Henry E. Plimack; Sergeant-at-Arms, CSM Terry R. Atchison; and Treasurer, Col. Thomas H. Hueg.

National Committee representatives present: Ad Hoc Department Chapter Development Committee, Col. Scott Russell; Budget and Finance Committee, Lt. Col. Hazel Robinson; Minute Man Memorial Building Committee, Lt. Col. Don Stockton; and Resource Development Committee, Col. Don Brown. Also in attendance representing staff were Ms. Diane Markham, Cmdr. Trey Criner, and Mr. Matthew Schwartzman. Representing MNPC were Mr. Brad Carlson, and Ms. Jennifer Kelly.

Elected and appointed officers absent: Army Executive Committee Member, Col. Monti G. Zimmerman; Air Force Junior Vice President, Capt. Zohe Quintero; Naval Services Junior Vice President, Lt. Cmdr. Bill Kozlowski; Health Services Officer, Maj. Gen. Peggy Wilmoth; Historian, Lt. Col. William B. Pentecost Jr.; and International Programs Officer, Capt. David M. Epstein.

Ms. Diane Markham, recording secretary, took the role. With a quorum in attendance, President Carmack called the meeting to order at 9:05 a.m.

Call to Order

President Carmack opened the meeting with an invocation and pledge of allegiance. He then reviewed the agenda for the meeting before moving on to the first agenda item.

Budget & Finance Report

Col. Hueg reported that everything is moving along as planned. We are on track with the cash flow projection. The August financials were received from CBM yesterday, bringing end of month financials up to date. The Insurance and Financial Committee does not anticipate any

insurance surplus for next year. Accounts will need to build back up over the next couple of years before we start seeing surpluses again.

ROA STARs Foundation

Col. Davenport said the foundation has had a good year. All but four of the past national presidents have given to the Second Century Campaign. The children's writing contest grew to 18 applicants in 2023. Mr. Carlson reported a total of \$5.3 million dollars received in cash and pledges. He is projecting a total of \$55,000 this year.

During the last meeting of the ExCom, a motion was made to approve the management services agreement between ROA and the foundation. The ExCom agreed to postpone the vote on that motion to allow staff to review the agreement. It was reintroduced for vote.

Upon a properly made motion by Col. Davenport, seconded by Col. Zimmerman, and upon a majority vote, it was resolved to adopt the ROA/STARs Foundation management services agreement.

Building Investment Fund

Upon a properly made motion by the Minute Man Memorial Building Committee, and upon a unanimous vote, it was resolved to add the following to Policy E-15, Section 14 (a): The Minute Man Memorial Building Fund shall consist of all contributions, grants, appropriations, and earnings thereon. At the discretion of the Executive Committee, the Fund is intended for use in modification, maintenance, repair, or replacement of the Minute Man Memorial Building and/or its component parts.

Wrap-Up and Adjournment

The committee thanked President Carmack for his leadership as president and thanked Col. Davenport for her leadership within the STARs Foundation.

The meeting was adjourned at 10:49 a.m.

Minutes submitted by Jeffrey E. Phillips, Executive Director.

JEP/dm