

Air Force Sergeants Association – “DIVISION of Fun”

Minutes of the Division 3 Mid Year and Executive Council Meeting

Meeting held on 21 October 2006 at Pope Air Force Base, ALS facility, North Carolina. Division 3 President, Ray Wiltshire, called the meeting to order at about 0900.

Present were:	Position	Name	Email
	President	Ray Wiltshire	wiltshirer@bellsouth.net
	Vice-President	Richard Mansfield	rcmans@verizon.net
	Trustees	Deborah Martin (Awards)	mrsdebmartin@comcast.net
	Trustee	Greg O’Donoghue (Communications)	godonoghue@nc.rr.com
	Trustee	Richard Pfeiffer (Legislative)	richardp@madison.main.nc.us
	Senior Advisor	James Burgio	jburgio327@aol.com

Absent Council Members –ALL EXCUSED

Trustee	Rick Aldridge (Membership)
Trustee	Kim Browne (AAC Representative)
Aux Coordinator	Cari Mansfield (Auxiliary)

Chapter Representatives

CMSgt (Ret)	William D. Forbus	376 Vice-President	the Beach
MSgt	Michael J. Crawley	367 President,	Pope AFB, NC
	Judy Ruffin	A325 closed	Ft Fisher, NC
	Ed Ruffin	325 closed	Ft Fisher, NC
MSgt	Jacqueline Barfield	371 Vice-President	SJAFOB, NC
SMSgt	Zelmon L. Woods	371 President,	SJAFOB, NC
MSgt	Tricia A. Benning	377 President,	Shaw AFB, SC
A1C	Cory J. Lutzow	377 Trustee,	Shaw AFB, SC

1. Following Invocation by Trustee O’Donoghue, Pledge of Allegiance led by Trustee Pfeiffer, AFSA Preamble read by Trustee Martin and Auxiliary Preamble read by Judy Ruffin, President Wiltshire passed out two items for review/comments and appropriate update (1.) The first was the Division 3 Council and Chapter President’s listing and (2.) The second, a print out of the proposed Division 3 Coin. President

Wiltshire then welcomed everyone and allowed those in attendance to introduce them-selves. He then directed the Council to provide their individual Committee reports.

2. Division 3 Council/Committee Reports:

a. Vice-President Mansfield presented the financial report which ended with \$21,563.62 in assets as of 20 October 2006. It was indicated that the "...Division 3 finances continue to be very sound and are on target with our FY07 budget forecast..." Rich reminded everyone of the Division 3 "golf shirts" that are available for sale through our web site.

b. Trustee Dick Pfeiffer (Legislative) Provides Chapter Presidents timely legislative information, and supports the Pacesetter through timely articles. Dick asked that if you have stopped receiving his e mail Legislative updates and do want them to please email him..

c. Trustee Deborah Martin (Awards) reported that the key date, 12 February 2007 is suspense for all awards to be into the Awards Trustee's hands in order for board members to score packages and have Awards ordered. Trustee Martin urged Presidents to begin publicity and do the 'before hand' contact with Command Chiefs so that the First Term Airman of the Year program will roll along smoothly. This year's Patriotism Essay Contest has "What Can You do for Your Country" as a theme. Suspense for this essay to be in the hands of the Awards Committee is also 12 Feb 2007.

d. Trustee Greg O'Donoghue advised that input to and for the Pacesetter was lacking and urged more attention. Current suspense of 17 Oct was met by three individuals and publication thus delayed. Another message will be sent out shortly asking for input with a 30 Oct 2006 suspense. Greg is no longer with the Airman and Family Readiness Center and has agreed to assist with the much needed retention efforts to slow down and hopefully reverse the loss in membership in the Association.

e. Vice-President Mansfield (Langley AFB) provided President Rick Aldridge's report for Chapter 358. It was reported that Div 3 continues to grow each month thanks to recruiting efforts of Trustee Kim Browne, Tricia Benning of Shaw AFB and Rick (himself). Retention has also been an issue and Rick strongly urged Chapter Presidents to stay on top of their Chapter's Membership Chair and if

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results aren't what is expected, not to be afraid to replace the Chair. Membership and retentions are the life of our Association. Recruiting –ALS, FTAC, NCOPT, Commander's Calls and first sergeants are just a few of the avenues to consider. Advertise who your recruiters are and get their successful numbers back to the base newspapers so that results can be seen! Rick provided the following statistics: Division 3 so far this calendar year has recruited 760 and retained 363. Good numbers but we have over two months before years end to improve.

f. Trustee O'Donoghue (Seymour Johnson AFB) reported for Trustee Kim Browne (Division AAC) who reported she had attended International and met with International ACC as well as some of the Division AACs. Kim doesn't feel the AAC Program is getting enough attention at Chapter level. Kim reports only Charleston and Langley Chapters have reported anything to her. Kim has prepared an advertisement for use in base newspapers, Chapter Newsletters to help in getting the word out about our March 07 Annual Convention. (President Wiltshire commented he had seen and urged all to consider its use.) Kim is working the "Operation Christmas Child Program" again this year and although the message has been out, so far only Bolling AFB, Charlotte and Seymour Johnson AFB responded. Kim is also planning the April 2007 "Wall Washing" trip for Division 3.

g. Vice-President Mansfield, (Langley AFB) provided the Division Auxiliary Coordinator's report for Coordinator Cari Mansfield who indicates she continues to concentrate on membership issues within the Auxiliary. Despite appeals, she has been unable to convince anyone to restart any of the inactive chapters. Cari is working with last listed President of the Seymour Johnson Chapter A371 to get the bank account closed so that Cari can deactivate the Auxiliary Chapter. Cari was reappointed to International Auxiliary Field Services Committee for a two-year term.

h. Senior Advisor James Burgio reported that his Talking Paper was at International and was being delayed pending some major regional structure changes. He reported that the Regional structural plan briefed by HQ at the International Convention was not new but was a concept that was defeated at the 1996 International Convention. Jim continues his sky high status for the sixth year and intends to continue for several more years. He has visited the Pope AFB Reserve unit to recruit and retain members for AFSA. Senior Advisor Burgio belongs to many associated with veterans and is always pressing to insure the Air Force enlisted are always represented in all activities pertaining to their Quality

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of Life in the Community. His commitment and constant involvement is noteworthy!

i. President Ray Wiltshire presented his Executive Report, he also attended International and reported the submission of two Talking Papers to International from Division 3, both approved to be brought up at the next International Convention. President Wiltshire has been working with host Chapter President Pfeiffer on the upcoming Division 3 Annual Convention to be held in Asheville, NC, home of Chapter 363. He attended Chapter 306 meeting with Trustee Kim Browne.

3. At this point, President Wiltshire directed that **Trustee O'Donoghue conduct the portion of the meeting pertaining to old business reported as OPEN ITEMS.**

a. Subject of FTAY selection and eventual "necessary board" at International was exhaustively discussed. This is a CMSAF Award and to change the procedure, the new CMSAF will have to buy in on it. **Informally OPEN**, President Wiltshire will contact HQ and seek out if this subject is being worked at that level. This is a CMSAF Award and its criteria is established at that level.

b. Talking Paper was submitted to HQ by President Wiltshire on the lack of feed back and support being provided by the Division Presidents Representative. President Wiltshire reports a lack of feedback and less that acceptable representation. OPEN pending response from INTERNATIONAL (held as part of another Committee action).

c. Trustee Browne questioned the timing of the Sky Hi and Retention awards saying it seemed to be at a difficult time and resultant discussion did not alter this situation. Discussion resulted in an agreement that Award Winners would be displayed on VIDEO to be shown at Awards Banquet. Awards Trustee will collect necessary photos this discussion **CLOSED**. Trustee Brown then indicated her Command Chief, CMSgt Smith. 916 ARW (AFRC) had suggested a meeting of all first term airman nominees and of all first time attendees possibly Sunday morning to share their perspectives on the Convention **CLOSED**, 0800 Sunday morning has been placed in the Convention Agenda for such a meeting, FTAY and all 1st Time Attendees at the Div 3 Convention...

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- d. Council members were asked to contact liaison chapters to sell the Division 3 Shirts. Remains an item of interest, see above, and members or Chapters will need to print order form and mail. Continue as **OPEN**. Vice-President Mansfield asked this to remain open and visible.
- e. The Division 3 President has requested an annual (continuous) review be made of the expenses related to the Convention, Remains **OPEN**.
- f. Chapter 363 had submitted a recommendation of alter the wording in the AFSA Preamble to make it more reader friendly. Submitted and approved at the 28th Convention, and President Wiltshire assures it was reviewed and disapproved by International and no report provided indicating this review. Chapter 363 advised that Ira Taylor and Chapter have elected not to resubmit. **CLOSED**.
- g. Discussion from two prior council meetings relative a gift for retired Life Time Trustee Deb Gross, Decision was made and then President Wiltshire asked Trustee Martin to write a Standing Rule to cover this for future situations. Details are now in a Standing Rule to be reviewed & voted on at next Convention. **OPEN. For delegate vote in Mar 07.**
- h. Subject of transferring (giving away) an Award when the recipient already has the equivalent due to another position or action. President Wiltshire asked that a Standing Rule be prepared that fully explains this. Details are now in a Standing Rule that requires delegate review and vote at our next Convention. **OPEN. For delegate vote in Mar 07.**
- i. A question arose concerning Division reimbursement of Chapters for the purchase price of JROTC medals. Seems some of the council members understand but details are not documented for the Division 3 “world, i.e. Chapters. Details are now in a Standing Rule, pending review and vote by delegates at the next Convention. **OPEN. For delegate vote in Mar 07.**
- j. Senior Advisor James Burgio reported on the Talking Paper concerning creation of a Membership Trustee on the International staff. Paper has been submitted by Div 3 President and is at HQ for consideration. **OPEN pending reply from HQ following HQ Committee action.**
- k. President Wiltshire addressed the trend of lower attendance and higher cost for putting on and attending a conference Auxiliary Coordinator Cari Mansfield agrees to

Para 3 cont'd

prepare a video or slide presentation suitable for chapters to show in preparation of the convention. Host Chapter must provide “tons of information” & web links. Trustee Browne also suggested each base newspaper be provided information on the upcoming convention so that all on base could be made aware rather than merely those who attend the monthly meetings. Positive remarks were made about the opening/relaxed theme night. Trustee Browne agreed to provide information to Pacesetter Editor in advance of the Convention to issue challenge for 1st Time Airman Attendees along with some keen marketing concepts. SUSPENSE 1 DEC for slide show finalization. remains **OPEN**.

l. President Wiltshire addressed the subject of funding FTAY to International when (for whatever reason) the home base doesn't. For this year the council eventually passed a motion to fund this year's Airman as our FTAY representative without a dollar amount being part of the motion. Vice-President Mansfield reported that Unit & base funded this year's FTAY and the Division monies not used here were passed along to the Council members to help defray their convention costs. **CLOSED**

m. Trustee Rick Aldridge had offered to upgrade the Div 3 Coin if ...President Wiltshire agreed to move on with obtaining a source and price. Rick agreed to get sample for the next Division 3 Council meeting. Sample coin was displayed and passed around for members in attendance to comment upon.. Looks good as is and we will now go back to get costs...Remain **OPEN**.

n. Discussion (Question) of exactly when the Chapter yearbook was to be turned in to Division. Not previously specified. Question resulted in time being set to **turn in the Chapter Year-Book on or before first business meeting on Friday**. President Wiltshire directed Trustee Martin to appropriately update the Standing Rule to cover this time and clarify that a delegate attendance at the Convention is NOT a prerequisite to Year-Book competition- meeting the format and above suspense is all that's necessary. OPEN pending review and vote at Mar 07 Convention.

This concluding all open items, Trustee O'Donoghue returned control of the meeting to President Wiltshire.

4. President Wiltshire then called for Chapter reports to be given:

a. Chapter 300, Bolling AFB, DC: Trustee Deb Martin presented report in the absence of Hank Garrard who just this past week transitioned to his second career. Report covered a myriad of activities, An Awards Breakfast and Executive Council Induction, at the Pentagon, Chapter sponsored/led 2d

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POW/MIA recognition event, visited the AF Retirement Home in Washington among other events. Briefing team 300 presents the AFSA message to FTAC, ALS, Unit & Organizational meetings. Participated with other Chapters, in the Division 3 sponsored View Nam Wall washing in April 2006.

b. Division 3 President Wiltshire presented the report for Chapter 306, in the absence of President David Stinard. The Chapter hosted their annual golf tournament which helps fund the Chapter Newsletter, and in the community, the team collected over 2,000 pounds of trash off the highway. President indicated strong base support for the Chapter and AFSA.

c. Division 3 Vice-President Mansfield presented the Chapter 358 report in the absence of President Rick Aldridge. The "GIT ER DONE" Chapter is enjoying another successful year, Recruiting is good & booths enjoy Command Chief support. Retention is high with nearly 62% retain rate for the year. ALS and Community involvement continue to produce excellently. Chapter Award winners include Member of the Year, Greg Gallup, The Chapter itself received the "Lee R. Thompson Award for having a major impact on growth, retention, management and community service. With these and other accolades the Chapter has highlighted a lack of active duty support and this is a major concern.

d. President Dick Pfeiffer reported on the Chapter 363 activities, averaging 20 folks at each meeting, continuing to provide visible support to the JrROTC Units within the area, recruited 4 new members so far this year and the Chapter is working aggressively to prepare in this task as Host for the March 2007 Div 3 Annual Convention in Asheville, NC.

e. President Mike Crawley of Pope AFB, The "CMSgt (Ret) Wade Baucom Chapter 367 of the AFSA, reported that while numerous members of the Chapter Executive Council were deployed, (including Mike Crawley) the Chapter continued to function. Members refurbished a Veterans Nursing Home in the local area. Hosted March of Dimes Walk and conducted the Pope AFB Memorial Day Ceremony, worked with Habitat for Humanity, continued to maintain other recurring commitments. The Wade Baucom memorial golf tournament & fundraiser, sponsored the ALS Academic Achievement Award while sponsoring the Pope Quarterly Awards, SNCO Induction Banquet & local JROTC and Civil Air Patrol Awards programs.

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f. Vice President Jacqueline A. Barfield, Chapter 371 presented the Chapter of Fun's report for President Zelmon Woods, Chapter president recently returned from a lengthy deployment. The Seymour Chapter continues the involvement with Memorial Day activities, from the parade to placing miniature flags on the gravesites of veterans buried locally. With other Chapters, Seymour participated in the April Viet Nam Wall washing in Washington, DC, a Project hosted by Division 3 and planned by Trustee Browne. Chapter sponsored a vigil at Heritage Park in observance of POW/MIA Day. Chapter is involved with numerous community projects such as Meals on Wheels, Community Soup Kitchen, Center Street Jam, JROTC Award presentations and Eagle Scout Award celebrations.

g. Vice-President William D. "Bill" Forbus provided the "Beach" report in the absence of President Ed McCulloch, Chapter 376, Myrtle Beach, SC. Chapter is alive and according to the report, being mostly retirees,"... are more inclined to make tee times rather than meeting times...."Next schedule meeting is next week, 25 October, a spaghetti dinner to includes wives at which time they will receive a briefing on the AF Memorial Dedication from a member who attended as well as a report of this mid-year meeting.. Continuing the recruiting theme, Bill reported 1 new (transfer) member and 1 new life member..

h. President Tricia A. Benning, President Chapter 377, Shaw AFB, SC provided input on the Shaw Chapter catch up...Chapter elections not accomplished until April and Installed in May 2006. Support of JROTC medals was approved to continue at the first council meeting, Chapter received Wing Commander's approval to for the Chapter to adopt the annual POW/MIA Recognition Day event, a donation was made toward a Junior Enlisted Appreciation Day and membership is receiving appropriate attention and mailers sent out for retentions. Committees within the Executive Council formed and a Retiree Affairs Trustee was appointed. Chapter is truly alive and aggressively showing Shaw AFB the way! **QUOTE** Transition/Draw-Down thought, as it pertains to our active duty members **"If you are not outstanding, you are out processing !"**

At this time, all Chapter reports had been submitted and those in attendance at the Mid-Year broke for lunch. Pizza and drinks were delivered to the facility where we networked, ate and returned to the business at hand without delay.

Upon return to business, Old Business was the subject and Trustee O'Donoghue was asked to cover:

5. NEW BUSINESS:

President Wiltshire discussed:, from the published agenda:

- a. The recent loss of AFSA long-time employee, Jim Lokovic. (INFORMATION ONLY)
- b. Chapter 373 at Greenville, SC. Chapter continues to “non-respond” and has not submitted reports nor shown any activity for a very long time. To provide the greatest probability to keep the Chapter on line, President Wiltshire has requested and received a vote, including funding, to send a letter to each member on the Chapter advising that without a “team” stepping forward to assume the leadership positions, the Chapter will be deactivated. (This is a long time OPEN item)
- c. The approximately 1200 inactive members in Division 3. The International President brought this to the attention of the Div 3 President. Motion was made and it’s agreed that all members involved, primarily Chapters 325 at Ft Fisher, NC 354 at Roanoke, VA and Charleston, WVA would be contacted and offered an opportunity to select a Chapter they would rather be assigned to and in the absence of such a selection, they would be assigned to the closest active Chapter based on mileage and zip code. (a new OPEN item requiring action)
- d. A Talking Paper on a program titled “Treasury Offset Program from Chapter 358 at Langley AFB, VA. President Wiltshire will forward to Chapter Presidents for their review and possible work at the March 07 Convention. (OPEN for President Wiltshire)
- e. An AFSA Thirsty Stone Program –seems there is a cost differential that HQ was not aware of \$24 and/or \$29. HQ will clarify. INFORMATION ONLY.
- f. The lack of presentation of the Esprit De Corps at International. President Wiltshire relayed correspondence that asked Intl Pres why and the answer. Answer was, no he didn’t present and had a vision that Sprit De Corps included more than being seen and heard at the Convention but based on year round Spirit. President Wiltshire indicated he will not at this time address this further. INFORMATION ONLY.
- g. AFSA Self Inspection List which he had forwarded out and urged all to at least review since he thought it was a good product. INFORMATION ONLY.
- h. Division 610 FTAY eligibility, their Standing Instruction would REQUIRE that the prospective nominee for FTAY be an AFSA member as of 1 July.... (INFORMATION ONLY).

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i. Top 20 AFSA Chapters by strength, Division 3 has three in this elite group Bolling, Langley and Pope. We can be proud of this and recruit & retain more so that Division 3 moves up in the AFSA overall rankings. This also has or can have a favorable effect on rebates that both Chapters and Division receive to operate.

j. International Conventions for the next five years was confirmed/announced: 2007 in Orlando FL, in the Caribe Royale hotel//then in 2008 and 2011 in San Antonio, TX, in the Hyatt River walk, and in 2009 and 2010 in Atlanta, GA in the Hyatt Atlanta.
INFORMATION ONLY.

k. Organizational Review Committee concept was brought up at International...AFSA is to be run like a business: AD; Guard & Reserve; Retiree & Veterans; Junior Enlisted; Family members with the Auxiliary being absorbed into the AFSA under the Family members category. No Division conventions, and Divisions to be further consolidated...President Wiltshire has responded to this for the Division. SO far
INFORMATION ONLY ON.

l. The 2007 Annual Division 3 Convention is to be held in Asheville, NC, at the Best Western, Asheville Biltmore from 29 – 31 March 2007. Registration is to be on the web within two weeks. Contact hotel direct for reservations 1 (828) 253-1851 and be sure to advise that you are with the Air Force Sergeants Association. Opening ceremony theme is “Hill Billy” and the agenda, with this year’s events will be available on the Division 3 web well ahead of the Convention.

This concluded NEW BUSINESS provided by Div 3 President Wiltshire. He then requested any NEW BUSINESS not yet covered. NEW BUSINESS Cont’d...

m. Vice-President Mansfield indicated that he perceived a pattern of delays by HQ is sending rebates to some chapters and just recently witnessed a similar delay in Division 3 rebate check.. Seems HQ holds for corrections when none are necessary or when some parts of report are missing yet all parts had been forwarded as a package. He asked if very many or any chapters are having similar problems to those he is already aware of? Vice-President Mansfield has again agreed to send QUICKEN spread sheets to any chapter having difficulty and urged that they contact him if they encounter these or any other difficulty with their financial records for AFSA. INFORMATION ONLY.

n. Vice-President Mansfield again tossed out the possibility of having the Annual Convention at the Outer Banks annually and has separate chapters be the host. The last two years we are hearing of costs beyond our reach and this option is one way to do

away with the annual struggle. INFORMATION ONLY (But will be discussed as OPEN at the 2007 Convention)

There being no further business, President Wiltshire adjourned the meeting at 1450 hrs, 21 October 2006.

RAY WILTSHIRE< President
DIVISION 3

Greg
GREG O'DONOGHUE
SECRETARY



Greg's very FIRST "TARPON" 8 Oct 2006