

38th Officer Candidate Course/Basic Class 3-66 United States Marine Corps Alumni Incorporated

Minutes of the 2011 Meeting of the Board of Directors

October 5, 2011



**38th Officer Candidate Course/Basic Class 3-66 United States Marine Corps Alumni Incorporated
(the "Association")**

Meeting of the Board of Directors

October 5, 2011

Officers and Directors Present: Dave Mellon; Sam McClinchie; Mike St. Clair; Andy Blenkle (arrived 15 minutes into agenda); Terry Cox; Peter Clay; Darrely A. Wells, Larry Edwards; and Tom Howe

Officers and Directors Absent: Jack Sheehan; Terry Lewis; Chuck Sooter

Time Convened: 1500

Location: Cherry Point Inn, MCAS Cherry Point, N. C.

Agenda

As the quorum of 7 was met, President Sam McClinchie welcomed those in attendance, called the meeting to order and the meeting proceeded per the agenda that had been distributed via email earlier (copy attached).

Approval of Minutes: The minutes of the Board meetings of October 7, 2009 and October 11, 2009 were finalized, approved, signed and placed on the Association web site in early 2009. Additional copies were present for review by Board members to review if they chose. The Board reconfirmed the approval of those minutes. There was a discussion regarding approval of the minutes of the 2009 General meeting held in San Diego on October 10, 2009. Those minutes also were finalized, approved, signed and posted on the web site in early 2009. However, they never have been subjected to a motion for approval by the full membership. There was a comment that the By-Laws do not require approval. Approval or waiver of approval of those minutes by the General membership will remain on the agenda published for, and be addressed as an item of business at, the 8 October General meeting.

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Clerk Report: Steve Snyder reported that the Association has filed its 2010 Federal and State tax returns and status reports and has renewed its retention of its resident agent in the State of Massachusetts. There was a brief discussion about the 90% war veteran requirement of Internal Revenue Code Section 501 (c) (19) and the difference between a qualified 501 (c) (3) and a qualified 501 (c) (19) and why the purposes of this Association would not fit the description of a 501 (c)(3) organization.

Treasurers Report: Chuck Sooter was not present but earlier had circulated to the Board copies of his report on the current financial status of the Association.

President's Report: Deferred to be incorporated in President's comments during discussion of the Committee Reports and other agenda items.

Motion to ratify all decision made by the Board via electronic ballot since October 11,

2009: The President has compiled and retained a record of the Board email votes on Association decisions made after October 11, 2009. In all but one case Board approval was unanimous and the one exception was a single abstention. On motion made, seconded and unanimously approved the Board ratified all Association decisions made by the Board via electronic ballot since October 11, 2009.

Committee Reports:

- Bereavement: Dave Mellon, the current Chair, reminded the Board that Sam McClinchie, as immediate past chair, will succeed to this position when he hands off the com to his successor this year. Dave reported that as a practical matter the Committee does not learn of the passing of a member or the spouse of a member in time to attend memorial services. Thus, the process in most cases is to contact the family to determine their wishes regarding memorial contributions by the Association and to send a written condolence. It is important that news of the death of a member or the spouse of a member be reported to the Association as soon as possible. Surviving spouses, after the death of a member, are entitled to maintain an auxiliary relationship with the Association and will be welcomed and supported at Association functions.

Sam McClinchie raised as a related issue the idea Jack Sheehan had tendered for discussion that the Association consider joining with other Basic School Classes to operate as a single, multi-class association, to take into account how attrition through mortality eventually will impair the Association's ability to function on its own. A formal joining with other classes, many of which have no tradition of keeping in touch, was not approved. However, the idea of coordinating activities with other classes, particularly when those other classes had access to a distinguished speaker or an attractive venue, was considered worth pursuing.

- Contributions: Sam McClinchie reported that, as in the past, the Association has donated surplus funds to the Marine Corps Scholarship Foundation (\$2,000 this year) and the Injured Marine Semper Fi fund (\$5,000 this year).

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- Master List: Sam McClinchie and Dave Mellon led discussion on this topic, which touches upon three separate sets of data: i) the so-called master roster, a spreadsheet maintained of all current information about class members in different categories which Jim Herak maintains, ii) the Association web site page, as to which Dave receives updates and ideas and works with the webmaster to keep current, and iii) "Constant Contact", the email resource that is used to develop and distribute the President's Newsletters and contact data base which drives it. Both Sam and Dave commented that only about 50% of the Newsletters are opened by the recipients. There is a further problem of Classmates forgetting to notify the Class when their contact information changes, especially their email addresses. This results in significant "Bounces" for lack of a proper email address. Terry Cox indicated that as part of the marketing effort, platoon phone captains were requested to update contact information during the platoon phone program, but reports getting back to him were spotty. But overall it is a product of the fact that notifying the Association of contact information changes does not have priority with members as their circumstances, and therefore their contact information, continue to change. Need to reemphasize with those members who want to stay in touch to keep their contact information current, so it will be correctly reflected on the three lists. On line changes to the member's directory profile by a member of the Class are not possible, they must be entered on the website by the webmaster, although, it was noted that there is a link provided on the website which will distribute the changes to the appropriate individuals to get the changes entered on the appropriate lists. Additionally, an email or call to the President or Dave Mellon will be effective. There was some discussion of making an effort to use the USPS to counsel all Classmates on the source (Mike St. Clair) for future President's Newsletters to improve the "open" rate.

2011 Reunion & 2013 Reunion: The Board thanked and congratulated Sam McClinchie and Terry Cox and those who assisted them for holding this year's reunion together and pulling it off after the late cancellation by the Hilton in New Bern. Sam commented that Terry's hard work was particularly critical to the successful outcome. Sam McClinchie remarked that he was surprised at the amount of time he spent on reunion issues and believes that this detracted significantly from his ability to give priority to other matters within his responsibility as President. This year Donna Richards, widow of our classmate Larry Richards, will be attending the reunion and banquet. Darryl Wells has been active in making sure that she is made to feel welcome and is included in all reunion activities. The Board discussed the details of transportation for this year's events and to the airport after conclusion of this year's reunion. Andy Blenkle will be the 2013 reunion chair. Andy and Mike St. Clair have held a meeting in Southern California to identify a 2013 site, but further work will be needed to finalize a recommendation. Sites currently under consideration include Las Vegas, San Francisco, San Diego, Hawaii.

Report of Nominating Committee: The recommendations of the Nominating Committee have been circulated and are as reported in the agenda for this meeting. New directors will be Jim Herak, Steve McComb and Greg Stockstill. The recommendations will be reported to the

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membership as published, although Chuck Sooter will be looking to transition his responsibilities as Treasurer to Steve McComb. Steve Snyder is searching for someone to replace him as Secretary. Board members electing to retire are Terry Cox, Terry Lewis, and Darryl Wells.

East Meets West: Steve Snyder made a presentation seeking permission to speak to the membership at the General Meeting about the work of East Meets West providing impoverished Vietnamese villagers with access to clean water treatment facilities, dental and neonatal surgical care, schools, libraries and scholarships and a number of other types of assistance outlined in the brochures Steve brought with him to hand out to the members. East Meets West is very well organized, very credible and uses donated dollars very efficiently. Steve will enlist support from interested class members and is not seeking Association funding.

Biennial Membership Meeting and Banquet Program: Logistics and the need for full attendance at **these concluding events** was discussed. An agenda for the Biennial **meeting is attached.**

Adjournment: The business of the Board having been completed, on motion made, seconded and unanimously approved, the meeting adjourned at 4:00 p.m.

Respectfully submitted,

Steve Snyder
Clerk