



2022-2023 BSMA Finance Committee

Sunday, November 6th, 2022
4:00 p.m. PST, 7:00 p.m. EST

MINUTES

Attendees: Alethea Tennill, National Treasurer
Anne Parker, PNP/Committee Member - excused
Brenda Ternullo, Nat'l 4th VP/Committee Member
Christine McCracken, Committee Member
Diana Evans Vance, Committee Member
Julie Straw, Finance Committee Chairwoman
Nancy Brecht, Finance Assistant/Committee Member
Sonya Kay, National Financial Secretary - excused
Stacy Anders, National President
Suzi Freeman, Committee Member

Called to Order at 7:06 p.m. EST/4:06 p.m. PST
Pledge of Allegiance
Opening Prayer

I. Motion to approve minutes of October 9th FCC meeting with corrections, motion passed with no abstentions.

II. Review of financial statements

- A. August financial statements – **Motion to forward the August 2022 financial Statements as presented to the NEB for approval, motion passed with no abstentions.**
- B. September financials and October financials still being processed
- C. Discussion of status of due to chapter/department reimbursement checks
- D. Discussion of the due to chapter/department reimbursement process

III. Audit progress – If the NEB has no questions, the end of year financials will be forwarded for audit to our CPA

IV. CFC application update

- A. No update
- B. Discussion of cost versus benefit of participation in this program

V. Financial Officer Updates

- A. NFS items of importance
 - 1. United Way checks will be forwarded to appropriate chapters
 - 2. Working on streamlining process between IVP and FinSec regarding memberships
- B. NT items of importance - including Online store items
 - 1. SOP regarding maintaining inventory & standing approval to reorder
 - 2. 3/4 sleeve white shirt - rejected by the NEB
 - a. **Motion to present the 2nd quote for white shirts to the NEB for**

- a quantity of 21 or more at the price of \$27.65 for most sizes and \$29.65 for 2XL and larger with approximately \$35-40 additional in shipping, motion passed with no abstentions.
- b. **Motion to recommend to the NEB a price of \$35/shirt for most sizes and \$37 for 2XL and larger, motion passed with no abstentions**
- 3. Navy soft shell vest
 - a. NEB approved the purchase at their last regular meeting.
 - b. NEB has asked for a recommendation for the pricing of this item. **Motion to recommend a price of \$48 for all sizes to the NEB, motion passed with no abstentions.**
- 4. WIMSA wreath/donation for Veterans Day – standing item, does not need approval
- 5. Full zippered hoodie – needs further investigation

VI. Chapter Grant Applications FYE 2023

- A. Administration of Chapter Grants – money budgeted for 28 grants
 - 1. **Motion to distribute budgeted chapter grants according to the following allotment: 21 for existing chapters and 7 for new chapters, motion passed with no abstentions.**
- B. Need confirmation from 4VP as soon as IN8, KS5, AZ4 and FL15 have completed this year’s compliance
- C. Additional grants to be considered –
 - 1. CA46 (tabled from Oct awaiting clarification) – FCC tried to contact chapter via email; email bounced back; request will be held until issues are resolved
 - 2. VA1 – existing chapter – care box items
 - 3. OH1 – existing chapter – goodie bags for veterans
 - 4. IN1 – existing chapter – stockings to local police who are also “military attached”
 - 5. LA7 – existing chapter – computer purchase
 - 6. TN5 – existing chapter – care box items
 - 7. MI194 – existing chapter – purchase of sweat shirts/pants at VA residential facility
 - 8. NY15 – existing chapter – thank a veterans brunch
 - 9. CT3 – existing chapter – scholarship fund/regroup
 - 10. MO5 – existing chapter – tray favors for Missouri Veterans Home
 - 11. **Motion to approve chapter grants for VA1, OH1, IN1, LA7, TN5, MI194, NY15, CT3 and MO5 once chapter’s Compliance is complete and approved, motion passes with one abstention.**
 - 12. Note: In the October meeting, a motion was passed stating that no chapters that are not in compliance may receive grants until they are in compliance.

VII. Fundraising newsletter

- A. Suzi Freeman will send her first issue of this page to go into the newsletter to 2VP and follow up with her
- B. NEB agrees that this can be a quarterly feature

VIII. Ritual book review update

- A. Discussion of revisions
- B. Goal to have to NEB for MidYear
- C. Suzi will finish her review, then send to Diana for further review by the end of November

IX. New Business

- A. \$4,000 for technology was set aside in the budget for 2022-2023
 - 1. Laptops for financial officers and for incoming president 2023-2024
 - 2. Software available through TechSoup
 - a. Microsoft Standard \$222
 - b. Norton (for 5 computers) \$17
 - 3. **Motion to purchase laptops with 17” screen with a numeric pad for the National Treasurer and for the National Financial Secretary (without software) not to exceed \$650 each, motion passed with no abstentions.**

Motion to rescind the previous motion; motion passed with no abstentions.

Motion to purchase laptops with 17” screen with a numeric pad For the National Treasurer and for the National Financial Secretary, including any needed software and protection not to exceed \$1,000 each, motion passed with no abstentions.

X. April 9th meeting moved to April 2nd

Motion to adjourn, motion passed with no abstentions.

Meeting Adjourned at 9:30 p.m. EST; 6:30 p.m. PST.

Next meeting: Sunday, December 11th, 2022 - 4:00 p.m. PST/7:00 p.m. EST