



DISTRICT 1 MEETING MINUTES

Date: Saturday, April 6, 2024

Meeting Location: Chapter 129-DAV Memorial Home (Red Barn)
47326 Dequindre Rd
Shelby Township MI 48317

Time: 9:00 am to 3:00 pm

Invitees: District 1 Chapters: Commander, Adjutant and Treasurer

Morning: Coffee and Donuts will be served

Lunch: Lunch will be provided

| TIME | TOPIC | OWNER |
|-------------|---|--|
| 9:00-9:15 | Welcome & Introductions | Rick Barenbrugge, District 1 Executive Committeeperson |
| 9:15-9:45 | *Roberts Rules *Chapter Officers' roles/responsibilities & Membership Update | Andrew Ferguson, State Inspector Jerry Gorski, 1 st Jr. Vice Commander |
| 9:45-10:55 | Annual Financial Report (AFR) Training | Rolly Lee, State Adjutant |
| Quick break | | |
| 11:00-Noon | MI and National DAV – Website navigation & forms (i.e., OER) | Roy McCalister, Director of Operations |
| NOON-1:00 | Lunch | Lunch provided |
| 1:00-1:45 | Misc Training items: *LVAP *Constitution & Bylaws: Dept. & Chapters | Rick Barenbrugge Debbie Dodd, State Judge Advocate |
| 1:45-2:00 | Legislation Update | Beth Gonzales Benefits Protection Leader |
| 2:00-3:00 | *Open forum – address questions, share ideas, etc. *Convention reminder | |
| 3:00pm | Adjourn | |

Meeting Minutes:

- Roll Call: Refer to sign-in sheet

- Kwan Tillman, Director NSO – high-level synopsis of NSO and DSO roles
 - Reminder to register for Chapter Service Officer (SO) training at Convention & complete appropriate Convention & SO Nomination form

- Andrew Ferguson, State Inspector – Roberts Rules of Order
 - 12th Edition is most current version
 - When referencing Roberts Rules cite the Edition, Section, Paragraph, including footnotes.
 - Notice abbreviations used throughout (examples):
 - “CF” – “compare to” another section in the book
 - “FF” – Follow given paragraph
 - Reference Roberts rules when something is not specified in the Charter (i.e., Chapter Charter)
 - Will send out slides Andrew presented

- Jerry Gorski, 1st Jr. Vice Commander
 - Membership:
 - State level at 99% membership – need approx., 180 more members to be at 100%
 - Seven (7) chapters at 100% or higher – Chapter 1, Chapter 3, Chapter 14, Chapter 33 (members-at-large), Chapter 102, Chapter 114, Chapter 129
 - Encourage use of postcards (shared example) to send to potential DAV members
 - “Hot List” – 600,000 veterans across the state; National captures this information and generates a list of potential members
 - Chapter at large (Chapter 33) – not assigned to a chapter. Can sort by zip code and send postcards to veterans in your zip code area
 - Keep a blank copy of the Member Application form with you
 - Concerns with accurate member listings: National notified of deceased members yet remain on the member lists. Could be charged as National is not removing until end of fiscal year. Chapter 129 has pending issue for 4 years
 - Chapters can offer to pay for part of the new members fees
 - Chapter Officers:
 - Chapter meetings should have agenda (Jerry provided template) and there is a template on mi-dav.org website
 - Recommend to share a copy of the Chapter Const. & Bylaws to each new member
 - Fundraisers/Forget-me-nots: Fundraisers must be approved via form. Forget-me-nots are notification only (no approval needed)
 - Encourage members to wear their DAV caps at the meetings
 - Active Chaplain
 - Jerry provided list of forms available on the Dept. website

<https://www.mi-dav.org/Resources/Publications-Forms/FolderID/540>

- Annual Financial report (AFR) – Rolly Lee
 - Highlights of AFR – due 90 days after end of fiscal year (due Sept 30)
 - Reviewed Line items (see reference sheet)
 - Note: can use Forget-me-not income to purchase Chapter computer for AFR tracking & internet service for chapter use (service-related purposes)
 - Reviewed Excel sheets to use as tools (will be placed on MI-DAV website)
 - Use funds to assist any and all Veterans
 - Question: Acceptable to donate to Cemetery or other Veteran organizations?
Use best judgement as to how \$\$ are being used
 - Submitting AFR:
 - Gross Income greater than \$25,000 (must be submitted to Department **and** National)
 - Gross Income less than \$25k (submit to Department only) (Exception: If the prior year was greater than \$25k, National still wants AFR submitted for one year following that submission)

- IRS 990 form
 - Chapter must file 990 form – send out link to 990 form

- Andrew Springer – NSO
 - Fundraiser: August 25, 2024 (9:00 am to 3:00pm) – Lake St. Clair MetroPark, Harrison Twp. MI
 - Three mile run & walk – open to everybody in the community
 - \$30 general population and \$25 first responders
 - *Partnering with Patrol Base Abbate (Veterans outreach organization-across the nation)
 - *Create a sense of community and bring veterans to their facility (Return to Base program)
 - *Social Media presence: Thousands of followers and will help promote this fundraiser

 - Goals:
 - 1) Raise funds for Department of DAV and Patrol Base Abate
 - 2) Awareness – of DAV and Chapters and Service program; recruit new & younger members
 - 3) Bringing together sense of Community

 - WEBSITE (Run signup): QR code
 - *Participant (includes t-shirt)
 - *Volunteer (water stations, DAV programs, etc.)
 - *Donation button

 - If anybody has businesses interested in donations, please contact Andrew.
Andrew/Team in process of establishing tier system for donations
(i.e., what \$\$ would get the business what – banner? Pamphlet?)

- Commander Tucker:
 - Important to support chapters to not close due to missing documentation such as AFR
 - Thank you to all Line Officers and ECs for reaching out to Chapters

- Roy McCalister – Director of Ops
 - Member of Chapter 1 since 2015
 - Thank you to group for all they do
 - Role to provide assistance as much as possible
 - Called out various website links

- Commander Tucker regarding Bill for a license plate for women's veterans
 - Chaplain Secor called out what State of California did regarding a "women's vet decal" on a veteran license plate if State of MI pushes back on the plate just stating "womens or female veterans"

- Debbie Dodd, State Judge Advocate
 - Reviewed importance of Chapters ensuring their Chapter Const. & Bylaws are reviewed annually
 - Refer to Debbie's PowerPoint presentation

- Rick Barenbrugge, Executive Committeeperson District 1
 - LVAP program – completing form showing service hours
This information is shared with Washington DC office
<https://www.mi-dav.org/Resources/Publications-Forms/FolderID/544>
 - DAV Vans – transportation to medical appointments
 - Hours are reported to DAV Transportation Network
 - Chapters could assist VA Hospital with purchasing these vehicles
 - DAV relationship with Ford Motor – Members are eligible for a discount (mydav.org)
 - Forget-me-not fundraiser: must be used for Service programs (includes putting towards vehicle for transportation program). Monies cannot be comingled with other chapter monies.

- Beth Gonzales, Benefits Protection Leader [Beth's email: bgonza59@gmail.com]
 - April 17 – webinar (Beth will send link)
 - Various recorded webinars on the DAV.org website
 - Michigancommandersgroup.org
 - *Select the Michigan Priorities (at top)
 - *Upon selecting one – it will request your contact information and it will send directly to your State Rep and Senator
 - *Currently 17 bills currently in State of MI
 - *Can also connect to DAV National website and register for Commander Action Network (CAN)

Open forum