



MARINE CORPS LEAGUE OUTER BANKS DETACHMENT 1264

Post Office Box 2332
Kitty Hawk, North Carolina 27949-2332
Phone: (252) 305-4768

22 April 2016
1100

From: Adjutant
To: Distribution List

Subj: MINUTES OF GENERAL MEMBERSHIP MEETING FOR APRIL 2016

Ref: (a) Marine Corps League National Bylaws and Administrative Procedures
(b) Outer Banks Detachment Bylaws
(c) Guidebook for Detachment Officers

Encl: (1) 2016 Spring Belk Charity Sale Schedule

1. In accordance with references (a) and (b), a detachment general membership meeting was conducted on 12 April 2016 at the Kern Pitts Center, 5375 North Virginia Dare Trail, Southern Shores, North Carolina.

2. Members and guests in attendance were:

Ray Bowser, Regular Member	Thomas F. Hurley, Regular Member
Ron Boyce, Regular Member Candidate	Michael A. Keating, Junior Vice-Commandant
Craig T. Clark, Sergeant-at-Arms	Russell E. Laney, Judge Advocate
Jorge L. Diaz, Paymaster	Richard Lawrenson, Chaplain
John J. Dozier, Regular Member	Edward P. Riley, Regular Member
Frank D. Draper, Commandant	Dennis R. Thompson, Quartermaster
Timothy G. Gregory, Junior Past-Commandant	Stephen Tracy, Eastern District Vice-Commandant
Daniel R. Hudson, Senior Vice-Commandant	Robert J. Yanacek, Adjutant

3. The meeting commenced at 1900 with Sergeant-at-Arms Craig Clark securing the quarters, presenting the national color, leading those present in the Pledge of Allegiance, and declaring the meeting open for the transaction of official business.

4. Chaplain, Rick Lawrenson, opened the meeting with a brief prayer.

5. Guest Speaker. Stephen Tracy, the District Vice-Commandant for the eastern sector of the Department of North Carolina addressed the membership to pass information from the Department of North Carolina. Steve began by indicating that although our absence at department quarterly meetings has raised some concerns over the viability of our detachment, he has assured those concerned that we have well-documented activity listed on our website and favorable comments from the public regarding our activities. The number of members attending our meeting this evening further reinforced his belief that our detachment is both active in our community and on-course. Steve asked us to continue our efforts to aggressively recruit new members and to place additional emphasis on the Eagle Scout Recognition Program. He then passed a number of informational items including: a recent decision by the national headquarters to provide free membership in the Marine Corps League to Marines currently serving on active duty; a Vietnam veteran's remembrance ceremony that will be held at the Lejeune Memorial Gardens in Jacksonville on 30 April 2016, and; the possibility of adding members to our rolls from other detachments that no longer have sufficient members to justify a separate detachment. Steve concluded by encouraging our staff and members to attend one or more of the department quarterly meetings as they are both informative and fun events.

Subj: MINUTES OF GENERAL MEMBERSHIP MEETING FOR APRIL 2016

6. New Members. One new member, Ron Boyce, was present at the meeting and submitted his application for regular membership into our detachment with evidence of his honorable Marine Corps service following our meeting. Ron will be administered the oath of membership at our next meeting on 10 May 2016.

8. Staff Reports

(a) Commandant. Commandant Draper thanked Senior Vice-Commandant Hudson and Junior Vice-Commandant Keating for presiding over the February and March meetings while he was on vacation, and thanked Quartermaster Thompson for his detailed inventory of all detachment property. He then welcomed a new member, Ray Bowser to our ranks and thanked prospective member Ron Boyce for his attendance at our meeting with the hope that he too would soon join our detachment. Lastly, Commandant Draper reminded all hands that next month's meeting on 10 May 2016 will be our last meeting until we resume our normal meeting schedule in September following the tourist season.

(b) Senior Vice-Commandant. None

(c) Junior Vice-Commandant. None

(d) Judge Advocate. Russ Laney reported that in the Spring 2016 edition of the League's *Semper Fi* magazine was an article detailing the works of the Focus Marine Foundation. This organization's mission is to assist Marines and post-9/11 veterans "overcome their visible and invisible wounds and become active members of society so they can realize their dreams, goals and full potential." This may be a worthy cause for future detachment support. Members are asked to read the entire article on pages 12 and 13 of the mentioned publication as background for future consideration.

(e) Junior Past-Commandant. None

(f) Adjutant. Robert Yanacek reported that he was able to obtain new contact information for member Walter Fillmore who had moved from Corolla to Hampton Roads. Robert thanked Junior Past-Commandant Gregory for his suggestion to contact Doug Wendling as that recommendation resulted in the resolution of this issue.

(g) Chaplain. None

(h) Paymaster. Jorge Diaz provided a detailed report of the income and expenditures since our last meeting as well as the detachment's current account balance. His report was examined and no discrepancies were noted.

(i) Quartermaster. None

(i) Sergeant-at-Arms. None

(k) Toys for Tots Liaison. Although Larry Czernik was not present at the meeting, Adjutant Yanacek reminded the membership that planning meeting for our 2016 Toys for Tots program would be held at Roosters Country Kitchen in Kill Devil Hills on 18 April 2016 at 1200. Anyone interested were invited to attend. Judge Advocate Laney added to this report by indicating that Larry is putting the finishing touches on a bike run that will benefit our Toys for Tots program. This event is being scheduled for late-September. Further details will be presented by Toys for Tots Liaison Czernik at our May meeting.

9. Old Business

(a) Awards Presentation. None

Subj: MINUTES OF GENERAL MEMBERSHIP MEETING FOR APRIL 2016

(b) Recruiting and Retention. Adjutant Yanacek reported that we currently have 36 members on the roles at this time. In addition, he is currently working two membership candidates, Ron Boyce and John Dindlebeck. Ron is present at this evening's meeting and John attended our breakfast social on 5 April but was unable to attend this evening's meeting. Ron was referred by Sergeant-at-Arms Clark, and John was referred by Judge Advocate Laney.

(c) Grants and Donations. Paymaster Diaz reported receiving and depositing a check from the Walmart Foundation in the amount of \$250 for Adjutant Yanacek's participation in the Walmart Voluntarism Always Pays program for the first quarter of 2016. In addition, an online donation of \$80 was recently received in honor of member Pat Riley's birthday. Paymaster Diaz concluded by indicating that our efforts with the Spring Belk Charity Sale have yielded donations totaling \$525.30 thus far—placing us to just over one-half of our goal of raising \$1,000 through this event.

(d) Sickbay. None

(e) Website and Marketing. None

(f) Social Activity. Adjutant Yanacek reported that on 5 April, five members, one prospective member and one guest attended the free breakfast social offered to veterans at the Jolly Roger restaurant in Kill Devil Hills. Robert added that everyone in attendance enjoyed both the food and company. Next month's breakfast social will be on 3 May 2016 at 0900. All hands are invited and encouraged to attend.

(g) Outer Banks Seafood Festival. Commandant Draper reported that in light of the favorable consensus at last month's meeting, the Outer Banks Detachment will participate in the 2016 Outer Banks Seafood Festival. This event will be held in Nags Head on 15 October 2016 and will require our membership to setup and staff a booth from 1000 to 1800. The intent of this well-attended event is twofold: to raise awareness in our local community of our detachment and its activities, and; to solicit donations from the general public to further our mission. Our application to participate in this event as one of only fifteen permitted non-profit organization participants has been submitted to the Seafood Festival officials along with the required booth fee of \$75 and has been approved. The only remaining requirement is for the detachment to provide evidence of general liability insurance coverage. The detachment is covered under the Marine Corps League's general liability policy; however some administrative action is required to add the Outer Banks Seafood Festival as an "additional insured." This action is currently underway and will be completed prior to the event.

(h) Spring Belk Charity Sale. Adjutant Yanacek indicated that there are only four more days we will be working to solicit donations through the Spring Belk Charity Sale program. A listing of the remaining dates and times was made available to those present, asking each member to volunteer for at least one two-hour shift in support of this event. An updated listing of the dates and those who have volunteered is provided at the enclosure.

(i) Establishment of Program Chairmen. Acting on Bob Messinger's motion from the March 2016 meeting, Commandant Draper indicated that delineating responsibilities for various duties and programs within the detachment was a concern that he had discussed with Senior Vice-Commandant Hudson a number of months ago. Although the responsibilities of many duties are clearly defined in reference (c), a number of programs or duties have no specified chairman at this time such as the Eagle Scout Recognition Program, the Belk Charity Sale fundraising event, the American Flag Recognition Program, and our public affairs efforts. Rather, these duties have been performed haphazardly, on an "as-needed" basis to accomplish the mission. To remedy this, Commandant Draper has asked any member interested to volunteer their talents to request assignment as a program chairman to these or any other functions that would serve to advance the detachment's objectives. Upon assignment to one or more duties, those designated as program chairmen will provide a report at monthly business meetings and will be

Subj: MINUTES OF GENERAL MEMBERSHIP MEETING FOR APRIL 2016

accountable for the program's functioning and effectiveness.

(j) Program Implementation and Funding. Commandant Draper addressed Bob Messinger's motion from the March 2016 meeting regarding the need to obtain prior approval of the membership for the implementation and funding of programs or activities. This has been and will remain the policy of this detachment. However, from time to time it may be necessary for a staff member, a program chairman, or a member to take appropriate actions in order to provide a timely response to an operational need. In such cases, consultation with the detachment staff via telephone or e-mail should be performed in order to provide guidance.

(k) Request for Assistance. At last month's meeting it was reported by Adjutant Yanacek that he had received correspondence from a Marine requesting financial assistance to permit him to accompany the Defense POW/MIA Accounting Agency (DPAA) to travel to Vietnam to aid in locating and recovering the remains of a Marine comrade. Although this is a worthy cause, Adjutant Yanacek has not received a response to his inquiry as to why financial assistance would be required, as these expeditions are normally funded entirely by the U.S. Government. Accordingly, without a response to Adjutant Yanacek's inquiry, no further action will be taken.

10. New Business

(a) Marine in Need. None

(b) Outer Banks Special Olympics. Junior Vice-Commandant Keating indicated that the Outer Banks Special Olympics will be held on 30 April 2016 at 1000, and opened for discussion as to whether the detachment would consider making a donation to this worthwhile event. A motion was immediately made to make a donation to the Outer Banks Special Olympics in the amount of \$300. This motion was seconded, voted-on, and passed without dissent. Adding to this, Junior Past-Commandant Gregory indicated that the Outer Banks Special Olympics is also looking for coaches, should anyone be interested. Accordingly, a donation of \$300 will be personally presented to the Outer Banks Special Olympics on the date of the event at First Flight High School by one or more members of our staff.

(b) Detachment Picnic. Quartermaster Thompson commented that in the past we normally hold a detachment picnic during the month of May and opened for discussion as to whether one would be planned for this year. Apparently, due to the detachment's operational tempo, this event was overlooked and has not been planned. Further discussion as to whether to hold a detachment picnic this year were tabled until our May business meeting.

(c) Old Membership Records. Paymaster Diaz reported that he received an extensive file of detachment membership applications and records from Bob Messinger following his appointment as detachment paymaster. These membership records extend back to the initial establishment of the detachment in 2006. Paymaster Diaz inquired as to whether there was a need to maintain these records at the detachment level. Commandant Draper indicated that he would take this issue, discuss it with his staff, and provide instructions in the near-future as to the disposition of these records.

(d) Gunny Claus. Easter Sector District Vice-Commandant Tracy brought to our attention a charitable program that he has been actively involved with for a number of years called "Gunny Claus." This organization is a 501(c)3 entity and serves the children of active duty Marines by letting them visit with a Marine Corps version of Santa Claus and presenting them with a toy. Details of this program can be found at the Gunny Claus website, located at <http://www.gunnyclaus.org>.

(e) Increasing Public Visibility. Commandant Draper challenged the membership in closing to as to how we can continue to increase our visibility in the community. Members are asked to consider this and present any ideas at future meetings or by e-mailing a detachment staff member.

Subj: MINUTES OF GENERAL MEMBERSHIP MEETING FOR APRIL 2016

(f) Meeting Snacks and Refreshments. The coffee served at the meeting was provided courtesy of Kangaroo Express Store 3853 in Kill Devil Hills. The cannoli snack tray was provided by Adjutant Yanacek.

11. Chaplain, Rick Lawrenson, closed the meeting with a prayer.

12. The meeting concluded at 1959 with Sergeant-at-Arms Craig Clark retiring the national color and declaring the meeting closed until 10 May 2016, when we will reconvene for the transaction of official business.

Robert J. Yanacek

Robert J. Yanacek
Adjutant

2016 SPRING BELK CHARITY SALE SCHEDULE

Day	Date	Time	Volunteer				
			1	2	3	4	5
Sunday	20 March 2016	1200-1400	Robert Yanacek	Dennis Thompson			
Saturday	2 April 2016	1400-1600	Frank Draper	Russ Laney	Mike Keating		
Sunday	3 April 2016	1200-1400	Robert Yanacek	Dennis Thompson	Frank Draper	Jorge Diaz	Russ Laney
Saturday	9 April 2016	1200-1400	Frank Draper	Dennis Thompson	Russ Laney	Mike Keating	
Sunday	10 April 2016	1200-1400	Robert Yanacek	Dennis Thompson	Frank Draper	Russ Laney	
Sunday	17 April 2016	1200-1400	Robert Yanacek	John Dozier	Frank Draper	Russ Laney	Craig Clark
Saturday	23 April 2016	1400-1600	Frank Draper	Dennis Thompson	Russ Laney	Tim Gregory	Dan Hudson
Sunday	24 April 2016	1400-1600	Robert Yanacek	Dennis Thompson	Frank Draper	Russ Laney	Craig Clark
Saturday	30 April 2016	0600-1000	Robert Yanacek	Dennis Thompson	Craig Clark	Frank Draper	John Dozier
			Mike Keating				