



MARINE CORPS LEAGUE OUTER BANKS DETACHMENT 1264

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

19 December 2016
1100

From: Adjutant
To: Distribution List

Subj: MINUTES OF GENERAL MEMBERSHIP MEETING FOR DECEMBER 2016

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

Encl: (1) Outer Banks Detachment Operational Calendar

1. In accordance with the references, a detachment general membership meeting was conducted on 13 December 2016 at the Kern Pitts Center, 5375 North Virginia Dare Trail, Southern Shores, North Carolina.

2. Members and guests in attendance were:

Oyoma R. Bowser, Regular Member
Craig T. Clark, Sergeant-at-Arms
Jorge L. Diaz, Paymaster
John J. Dozier, Regular Member
Frank D. Draper, Commandant
Daniel R. Hudson, Senior Vice-Commandant

Thomas M. Hunley, Regular Member
Thomas F. Hurley, Regular Member
Russell E. Laney, Judge Advocate
Richard Lawrenson, Chaplain
Dennis R. Thompson, Quartermaster
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 Lawrenson opened the meeting with a brief prayer.

5. Guest Speaker. None

6. New Members. None

8. Staff Reports

(a) Commandant. Frank Draper reported that he will be on vacation during January and February, and will therefore not be present at our meetings. In his absence, our meetings will be chaired by Senior Vice-Commandant Hudson per the references. Continuing, Frank reported he was very pleased and thankful for the efforts of those who participated in our three major events to raise funds, collect toys, and interact with the public during the past few months. The Outer Banks Seafood Festival, the Fall Belk Charity Sale, and our Toys for Tots campaign were all very productive in terms of raising funds and identifying a number of new candidates for membership in our detachment. Frank also expressed his thanks to two detachment members who provided generous cash-donations to the detachment in addition to participation at these events. Lastly, Frank indicated that a statement of thanks in our local newspapers to the general public for their support and generosity is warranted. The task to do so was entrusted to Judge Advocate Laney who will prepare and submit the necessary statement of thanks and appropriate photographs to the Outer Banks Sentinel and the Coastland Times.

Subj: MINUTES OF GENERAL MEMBERSHIP MEETING FOR DECEMBER 2016

(b) Senior Vice-Commandant. Dan Hudson added to Commandant Draper's report of our successful fundraising operations over the past three months by pointing out that the public "loves its Marines" and that when we are working to raise funds or increase our visibility, we simply have to make eye contact, smile, and greet those who pass by. Dan has found this to be highly effective as a means of initiating a conversation about our detachment and any specific activity in which we are engaging.

(c) Junior Vice-Commandant. N/A

(d) Judge Advocate. Russ Laney reported that detachment's fundraising efforts during the past three months resulted in achieving 191.5-percent of our budgeted projection for these events. With one major effort remaining, the Spring Belk Charity Sale, Russ was pleased to report that the detachment only needs to raise a further \$125 to attain our annual budgeted projection. Any funds raised in excess of that amount have not been obligated, and may be used to subsidize additional charitable and community service efforts in the future.

(e) Junior Past-Commandant. N/A

(f) Adjutant. Robert Yanacek reported that the Department of North Carolina Quarterly Report was submitted to the department's adjutant on 6 December 2016. He also reported receiving letters of thanks from the Toys for Tots Foundation, the Outer Banks Chapter of the Blue Star Mothers, and the Sergeant Mac Foundation for donations that the detachment made last month.

(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. Jorge added that next month's report will be even better as his current report does not include significant deposits that were made after 30 November 2016.

(i) Quartermaster. Dennis Thompson reported that he and Adjutant Yanacek are working on a detachment picnic for the spring of 2017. Two no-cost venue options are being examined. Further information will be briefed at future meetings as it becomes available. Dennis also reported that during February he, assisted by Adjutant Yanacek, will be conducting an audit of the detachment's property.

(j) Sergeant-at-Arms. None

(k) Toys for Tots Liaison. Acting in the absence of Larry Czernik, Russ Laney reported that the 2016 Dare County Toys for Tots program has had its most successful year since it was established and that the amounts of toys collected this year have been overwhelming. To illustrate that point, Russ stated that within the past two days he has taken six truckloads of toys to the distribution center in Manteo, and has another load ready to be taken tomorrow. Besides our fundraising efforts, three detachment members recently assisted the Cape Hatteras Baseball team with a Toys for Tots shopping event at Walmart. The young men of this team resourcefully raised \$1,000 by raffling a \$100 gift card that was donated by the Kitty Hawk Walmart. Russ added that this year's program will conclude next week when toys are distributed by the Dare County Department of Social Services. Additional toys collected through this effort will also be distributed to families in need as a result of Hurricane Matthew—even though some of these families may not meet the county's eligibility criteria.

9. Old Business

(a) Awards Presentation. None

(b) Recruiting and Retention. Adjutant Yanacek reported that we are currently working five

Subj: MINUTES OF GENERAL MEMBERSHIP MEETING FOR DECEMBER 2016

prospective members: Greg Sloan and Stephen Anderson, both who expressed interest in joining our detachment at the Seafood Festival; Jim Connors who was referred by Commandant Draper, and; Brian Riddle and Jim Monroe who were referred by Paymaster Diaz. All of these membership candidates have been added to our e-mail distribution list in order to keep them informed of current and upcoming events. In addition to these five, Chaplain Lawrenson has identified three additional membership candidates: a Woman Marine; a male Gunnery Sergeant, and; a prospective female associate member with prior service in the Navy. Chaplain Lawrenson met the first two at his church, and met the latter at the "Bowling for Tots" event that was held yesterday evening. Adjutant Yanacek remarked to the credit of prospective associate member that she demonstrated her abilities to our organization by procuring numerous items from local businesses that were raffled for the benefit of the "Bowling for Tots" event. Chaplain Lawrenson will obtain and advise our adjutant as to the necessary contact information for these three membership candidates so that they too may be added to our e-mail distribution list.

(c) Grants and Donations. Adjutant Yanacek reported that a \$250 "Volunteerism Always Pays" grant request from the Walmart Foundation for the fourth quarter has been submitted. This grant is currently pending review by the Walmart Foundation. Following approval, it is expected that we should receive these funds sometime before the end of January.

(d) Sickbay. Commandant Draper reported that Junior Vice-Commandant Keating has been suffering from a case of pneumonia for the past three weeks. Although Mike is recovering, he is still too weak to venture out of his house unless absolutely necessary. In addition to Mike, Adjutant Yanacek reported that member, Ron Boyce, recently had cataract surgery. Following Ron's surgery he was discovered to have macular degeneration—which if untreated could result in loss of vision. As a result, Ron will most likely require eye surgery, and will be unable to drive at night. All-hands are asked to keep both Mike and Ron in your thoughts and prayers.

(e) Website and Marketing. Adjutant Yanacek reported that our detachment website and Facebook pages are up-to-date with current news events and photographs, including information about our newly established scholarship program.

(f) Social Activity. Adjutant Yanacek reported that on 6 December, six members met for 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 January 2017 at 0900. All hands are invited and encouraged to attend.

(g) Annual Audit. Judge Advocate Laney reported that he, Senior Vice-Commandant Hudson, and Paymaster Diaz will be conducting the annual audit of the detachment's books before the end of the month as prescribed in reference (a). The exact date, time, and location will be established following the meeting by mutual agreement between the three staff members involved. Adjutant Yanacek added that in addition to this audit, he will be needing information regarding the detachment's income and expenditures from 1 August through 31 December 2016 in order to complete an IRS Form 990-EZ. The completion of this form will be necessary for the detachment to change its accounting period from a fiscal year to a calendar year basis as prescribed in reference (b).

(h) Citizenship Scholarships. Judge Advocate Laney reported that he has contacted the principals of First Flight High School and Cape Hatteras Secondary School to advise them of the establishment and criteria for our detachment scholarship program. He has yet to contact the third school in our area, Manteo High School, but will do so within the next few weeks. Senior Vice-Commandant Hudson raised a question as to how the scholarship recipients for each school would be selected. Judge Advocate Laney responded that each school's administrative, guidance, and teaching staff would select their respective school's recipient. He continued that since this is a citizenship scholarship implemented to recognize acts and deeds, the selection criteria was to be based totally on each candidate's community service efforts without regard to grade-point-average. Following further discussion on the selection process it was

Subj: MINUTES OF GENERAL MEMBERSHIP MEETING FOR DECEMBER 2016

decided that each school should submit to our detachment a simple letter specifying the name of their respective school's candidate, a summary of the candidate's community service activities, and the candidates post-secondary education plans. Following submission, each of the three candidate's cases will be reviewed and approved by members of the detachment staff to ensure compliance with the intent of the scholarship program.

10. New Business

(a) Marine in Need. Adjutant Yanacek requested assistance from any member with a truck that would be willing to transport a motorized wheelchair to Spring Arbor for one of our member's use. The wheelchair was donated by Tom Hunley, but due to its size, a pickup truck will be needed. Chaplain Lawrenson volunteered to assist in this effort with his truck. Following the meeting, Adjutant Yanacek will coordinate with Chaplain Lawrenson and Commandant Draper to ensure that this task is completed by the end of the week.

(b) Summer General Membership Meetings. Commandant Draper opened for discussion the idea of holding general membership meeting during the summer months. Our detachment does not currently hold general membership meetings during June, July, or August due to the high volume of traffic during the tourist season. Frank commented that a number of members have approached him, recommending that we hold these meetings during the summer months as a three-month break may result in the loss of opportunities to participate in local events. Senior Vice-Commandant Hudson remarked that if we decided to hold meetings in the summer, we could perhaps just add a meeting for the month of July in order to address any business that presents itself. Adjutant Yanacek and Quartermaster Thompson indicated that they were both in favor of adding meetings during June, July and August as it provides those members who are interested an opportunity to meet and interact. As participation at our meetings is voluntary, adding these three months would have no adverse impact on those who decided to not, or were unable to attend meetings. Furthermore, despite the increased traffic volume during the summer months, the traffic on Tuesday evenings is not as heavy since most visitors to our area arrive between Friday and Monday. Commandant Draper thanked those who provided comments on this topic and tabled this item for further discussion and action at the January 2017 meeting.

(c) 2017 Membership Directory. Adjutant Yanacek advised those present that our detachment did not publish a membership directory in 2016 and that one should be published, as it provides a resource for our members to keep in touch with each other. Accordingly, Adjutant Yanacek motioned that he be authorized to prepare, print, and distribute a 2017 membership directory with an estimated cost of between \$75 and \$100. This budget includes all costs associated with professionally printing the directory and mailing it to our members via the U.S. Postal Service. A brief discussion ensued with Senior Vice-Commandant Hudson inquiring as to what personal information would be included in this directory. Adjutant Yanacek indicated that the published information will be each member's name, address, telephone number, e-mail address, and day and month of birth. Each member's year of birth and Marine Corps League membership number will not be included. Following discussion, the motion was seconded, voted on, and approved without dissent.

(d) Operational Calendar for 2017. Adjutant Yanacek has prepared an operational calendar for the detachment's upcoming year displaying meeting dates, established dates for social events, and dates of known service events. Also included on this calendar are the dates of significant Marine Corps historical events, and birthdays of detachment members. This calendar has been uploaded to both our desktop and mobile websites and is attached at the enclosure. Changes to this calendar will be made from time-to-time as new events are added or currently listed events are cancelled or modified.

(e) Outer Banks Shrimpfest. Judge Advocate Laney suggested that the detachment should consider participating in the Outer Banks Shrimpfest during 2017 as it could prove beneficial in raising public awareness to our detachment and its activities. Russ indicated that the event is held sometime before

Subj: MINUTES OF GENERAL MEMBERSHIP MEETING FOR DECEMBER 2016

the Outer Banks Seafood Festival in October, and he would provide additional information at a future meeting following further research.

11. Chaplain Lawrenson closed the meeting with a prayer, including a prayer for a safe Christmas season.

12. The meeting concluded at 2006 with Sergeant-at-Arms Craig Clark retiring the national color and declaring the meeting closed until 10 January 2017, when the detachment's membership will reconvene for the transaction of official business.

Robert J. Yanacek

Robert J. Yanacek
Adjutant

OUTER BANKS DETACHMENT OPERATIONAL CALENDAR

JANUARY 2017

SUN	MON	TUE	WED	THU	FRI	SAT
Jan 1	2	3 Breakfast	4 History	5	6	7 Birthday
8	9	10 Meeting	11	12	13	14
15 History	16 History	17 History	18	19 History	20 History	21
22	23	24 Birthday	25 History	26 Birthday	27 History	28
29 History	30	31 History	Feb 1	2 History	3	4

Events shown in time zone: Eastern Time Calendar

FEBRUARY 2017

SUN	MON	TUE	WED	THU	FRI	SAT
29 History	30	31 History	Feb 1	2 History	3	4
5	6 History	7 Breakfast	8	9	10	11
12	13 History	14 Meeting	15 History	16	17	18
19 History	20 History Birthday	21 Inventory	22	23 History	24 History	25
26	27 Contact Belk	28 History	Mar 1	2	3 History	4

Events shown in time zone: Eastern Time Calendar

OUTER BANKS DETACHMENT OPERATIONAL CALENDAR

MARCH 2017

SUN	MON	TUE	WED	THU	FRI	SAT
26	27 Contact Belk	28 History	Mar 1	2	3 History	4
5	6 History	7 Breakfast	8	9 History	10	11
12 Parade Birthday	13	14 Meeting	15	16	17	18
19	20	21 History	22	23	24	25 History
26 History	27	28	29	30	31 History	Apr 1

Events shown in time zone: Eastern Time Calendar

APRIL 2017

SUN	MON	TUE	WED	THU	FRI	SAT
26 History	27	28	29	30	31 History	Apr 1
2	3	4 Breakfast	5	6	7	8
9	10 Birthday	11 Meeting	12	13	14 Birthday	15 History Birthday
16	17	18 History	19	20 Birthday	21 Birthday	22
23	24 History Birthday	25	26 History	27 History	28	29 Special Olympics
30	May 1	2 Breakfast History	3	4	5	6 History

Events shown in time zone: Eastern Time Calendar

OUTER BANKS DETACHMENT OPERATIONAL CALENDAR

MAY 2017

SUN	MON	TUE	WED	THU	FRI	SAT
30	May 1	2 Breakfast History	3	4	5	6 History
7	8	9 Meeting	10	11	12	13
14 History	15 History	16	17	18 Birthday	19	20 History
21	22 History Birthday	23	24	25	26 Birthday Birthday	27
28	29 Memorial Day Service	30 History	31 History	Jun 1 History Birthday	2	3

Events shown in time zone: Eastern Time Calendar

JUNE 2017

SUN	MON	TUE	WED	THU	FRI	SAT
28	29 Memorial Day Service	30 History	31 History	Jun 1 History Birthday	2	3
4	5	6 Breakfast History	7	8 History	9 Birthday	10 History
11 History	12	13	14 Birthday	15	16	17
18 History	19	20 History	21	22 History	23 History	24
25 History Birthday	26	27	28	29	30 History Birthday	Jul 1 History

Events shown in time zone: Eastern Time Calendar

OUTER BANKS DETACHMENT OPERATIONAL CALENDAR

JULY 2017

SUN	MON	TUE	WED	THU	FRI	SAT
25 History Birthday	26	27	28	29	30 History Birthday	Jul 1 History
2 Brthday	3	4 Breakfast	5	6	7	8
9 Birthday	10	11 History	12	13	14	15 History
16	17	18 History	19	20	21 History	22
23	24 Birthday	25 History	26	27 History	28 History	29
30 History	31	Aug 1 Night Out Breakfast	2 History	3	4 History	5 Birthday

Events shown in time zone: Eastern Time Calendar

AUGUST 2017

SUN	MON	TUE	WED	THU	FRI	SAT
30 History	31	Aug 1 Night Out Breakfast	2 History	3	4 History	5 Birthday
6 History	7 History	8 Birthday	9	10	11	12
13 History	14 History	15	16	17	18	19 History
20	21	22	23	24 History	25 History	26
27	28	29 History	30	31	Sep 1	2

Events shown in time zone: Eastern Time Calendar

OUTER BANKS DETACHMENT OPERATIONAL CALENDAR

SEPTEMBER 2017

SUN	MON	TUE	WED	THU	FRI	SAT
27	28	29 History	30	31	Sep 1	2
3	4 Contact Belk	5 Breakfast	6	7	8	9
10	11	12 Meeting	13 History	14 Birthday	15 History Birthday	16
17	18	19	20 History	21	22	23
24	25	26	27 History	28	29	30

Events shown in time zone: Eastern Time Calendar

OCTOBER 2017

SUN	MON	TUE	WED	THU	FRI	SAT
Oct 1 History Contact Walmart	2	3 Breakfast	4 History Birthday Birthday	5	6	7
8 History	9 Birthday	10 Meeting	11	12	13	14
15	16	17 History	18	19	20 Birthday	21 Seafood Festival
22	23 History	24	25 History	26	27 History Birthday	28
29	30	31 History	Nov 1 History	2	3	4

Events shown in time zone: Eastern Time Calendar

OUTER BANKS DETACHMENT OPERATIONAL CALENDAR

NOVEMBER 2017

SUN	MON	TUE	WED	THU	FRI	SAT
29	30	31	Nov 1	2	3	4
		History	History			
5	6	7	8	9	10	11
History		Breakfast Birthday			History	Veterans Day Service History
12	13	14	15	16	17	18
History	Birthday	Meeting	History			
19	20	21	22	23	24	25
	History	History				
26	27	28	29	30	Dec 1	2
	History	History				

Events shown in time zone: Eastern Time Calendar

DECEMBER 2017

SUN	MON	TUE	WED	THU	FRI	SAT
26	27	28	29	30	Dec 1	2
	History	History				
3	4	5	6	7	8	9
Birthday		Breakfast		History		History
10	11	12	13	14	15	16
		Meeting				
17	18	19	20	21	22	23
			History			
24	25	26	27	28	29	30
History		History				
31	Jan 1	2	3	4	5	6
		Breakfast		History		

Events shown in time zone: Eastern Time Calendar