



MARINE CORPS LEAGUE OUTER BANKS DETACHMENT 1264

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4 February 2018
1100

From: Adjutant
To: Distribution List

Subj: MINUTES OF GENERAL MEMBERSHIP MEETING FOR JANUARY 2018

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

Encl: (1) Detachment Muster Roll for January 2018
(2) Detachment Budget for 2018
(3) The President's Volunteer Service Award

1. In accordance with references (a) and (b), a detachment general membership meeting was conducted on 30 January 2018 at the Kern Pitts Center, 5375 North Virginia Dare Trail, Southern Shores, North Carolina.

2. A roll-call of detachment members and staff members was conducted, with those in attendance at the meeting identified as "Present" in the remarks column at enclosure (1). In addition to those members present, Department of North Carolina Eastern District Vice-Commandant Steve Tracy was in attendance, as well as one prospective member, Michael Wartenbee.

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

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

5. Guest Speakers. Department of North Carolina (DoNC) Eastern District Vice-Commandant Steve Tracy addressed the membership and opened by stressing the importance of continuing to seek and recognize opportunities to be visible to the general public. Continuing, he stated that the Eagle Scout recognition program is one important way of doing so, as is the use of social media assets such as Facebook. Concluding his remarks, Steve reminded and encouraged all of those present that the next DoNC meeting will be held on 21 April in Greenville, North Carolina. Commenting on the latter remark, membership candidate Michael Wartenbee indicated that he plans on attending this meeting and has already made his reservations for lodging.

6. New Members. Although no new members were present at our meeting, we wish to welcome aboard Clare Dozier and Scott Hannon, both of who joined our ranks during January.

7. Staff Reports.

(a) Commandant. None.

(b) Senior Vice-Commandant. N/A

(c) Junior Vice-Commandant. None.

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(d) Judge Advocate. Russ Laney reported that the Kelly's Annual Saint Patrick's Day Parade will be held on Sunday, 18 March 2018. As in years past, those members participating will meet at the American Legion Post in Kill Devil Hills and will be transported to the parade's starting point in Nags Head. All members are encouraged to attend as those unable to march the parade's one-mile route will be afforded the opportunity to ride in a vehicle or on a towed veterans float. Russ also reported that the drop of candy to local children on 17 December by the Berlin Candy Bomber went well, and that all the local veterans organizations contributed to the purchase of over 600-pounds of candy.

(e) Junior Past-Commandant. N/A

(f) Adjutant. Robert Yanacek reported that we have 45 members on the rolls at this time, which is a net increase of one over last month. During the past month we have added two new members and lost one as a result of failure to pay annual membership dues. Of those currently on the rolls, 38 (84.4-percent) are current in their dues—a significant improvement over the 38.6-percent in a good-standing status reported at our December meeting. Robert attributed this improvement to an aggressive e-mail and letter campaign and most importantly, the close coordination between himself and Paymaster Diaz. To ensure that delinquent dues do not become a concern in the future, Robert has added an action plan to our operational calendar to notify all annual paying members on 1 August of each year.

(g) Chaplain. Rick Lawrenson reported that Larry Czernik's father, retired Marine Sergeant Major Edward J. Czernik, passed away on 19 January. Concluding his brief report, Rick indicated that he and Adjutant Yanacek carpooled and attended the funeral services that were conducted in New Bern, North Carolina on 23 January.

(h) Paymaster. Jorge Diaz provided a detailed end-of-year report including a listing of all income and expenditures since our last meeting and the detachment's current account balance. His written report was examined, discussed, and accepted with no discrepancies noted. Commandant Hudson extended his thanks to Paymaster Diaz for his noteworthy work and commended all hands for their efforts in fundraising activities during the past year. Concluding, Jorge added that as always, his records are available for review by any detachment member.

(i) Quartermaster. None.

(j) Sergeant-at-Arms. N/A

(k) Toys for Tots Liaison. Due to the absence of our Toys for Tots Liaison, Judge Advocate Laney reported that the 2017 distribution of toys went well once again. He reported that a total of 5,336 toys were collected and that 1,287 children in Dare and Currituck Counties received toys as a result of our efforts and the generosity of the general public. Russ also commended the efforts of the Cape Hatteras Secondary School baseball team for purchasing and donating \$1,400 in toys using funds they generated through the raffle ticket sales of a donated \$100 Walmart gift card.

8. Old Business

(a) Awards Presentation. Department of North Carolina Eastern District Vice-Commandant Tracy presented the detachment with a National Junior Vice-Commandant's Citation for actions that resulted in a significant increase in membership over the past few years. District Vice-Commandant Tracy offered his personal congratulations on this accomplishment, noting that only six of the department's 57 active detachments were cited for such acts.

(b) Recruiting and Retention. Adjutant Yanacek reported that in addition to the two new members that were added to our rolls during the month, we currently have one membership candidate that will be

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joining our detachment once his request for transfer has been approved by the national headquarters. In addition, during the month Adjutant Yanacek reported that letters were sent to three Members-at-Large and two membership candidates, encouraging them to join our ranks. He advised Paymaster Diaz to be watchful for any mailed correspondence regarding this action. Addressing retention Adjutant Yanacek indicated that of the seven members currently being carried on our rolls in a delinquent status, one has indicated his intent to bring his dues current, while one has indicated that he will not be renewing his membership. Accordingly, the latter member will be dropped from our rolls on 1 February. Of the five remaining members, two have moved from our area and will be dropped from our rolls on 1 September, while the intent of the final three remains unknown at this time. Adjutant Yanacek requested assistance from those present to contact these three members, encourage them to continue their membership, and to establish their intent. Commandant Hudson and Tim Gregory indicated that they would each assist in this effort.

(c) Grants and Donations. Adjutant Yanacek reported that as Walmart's new fiscal year begins on 1 February, he will once again be recording his volunteer hours for submission to the Walmart Foundation's "Volunteerism Always Pays" grant program.

(d) Sickbay. Adjutant Yanacek reported that John Dozier had surgery to repair a hernia earlier this month. Although the surgery was successful, John remains at home recovering. Adding to his report, he also received a message from Senior Vice-Commandant Elect Keating, indicating that he would not be present at this evening's meeting, citing dizziness from his medications for illness caused by Agent Orange exposure in Vietnam as the cause. Please keep these Marines in your thoughts and prayers.

(e) Marine in Need. Adjutant Yanacek reported that a local Army veteran was assisted earlier this month with a \$100 donation from the detachment to prevent his eviction from his residence due to delinquent rent. This donation was authorized by Commandant Draper following an e-mail poll of the membership in which those responding supported this action. Judge Advocate Laney added to this report, indicating that additional funds to assist this fellow veteran were provided by all the local veterans organizations and the Dare County Interfaith Community Outreach. In addition to the collective payment of delinquent rent provided by these organizations, it was noted that Paymaster Diaz personally paid the a remaining balance of \$45 in late payment fees to ensure that this veteran would not be evicted.

(f) Website and Marketing. Adjutant Yanacek reported that our website and Facebook pages are up-to-date, including information, correspondence, and photographs from recent activities.

(g) Social Activity. Adjutant Yanacek reported that on 2 January, ten members and six guests 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 6 February 2018 at 0900. All hands are invited and encouraged to attend.

(h) Installation of Detachment Officers. The following members were administered the Oath of Office by DoNC Eastern District Vice-Commandant Tracy per the ritual prescribed in reference (c):

Commandant	Dan Hudson
Junior Vice-Commandant	Ray Bowser
Judge Advocate	Russ Laney
Adjutant	Robert Yanacek
Chaplain	Rick Lawrenson
Paymaster	Jorge Diaz
Quartermaster	Dennis Thompson

As the senior vice-commandant elect was unable to attend the meeting and take the Oath of Office due

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to illness, the Report of Officer Installation that had been prepared prior to the meeting will need to be modified accordingly. Adjutant Yanacek will make the necessary changes, digitally sign the report and submit it to DoNC Eastern District Vice-Commandant Tracy for his signature and submission to the national headquarters, via the DoNC adjutant as required by reference (a).

(i) Correspondence. Paymaster Diaz reported that he received letters of thanks from the Dare County Arts Council and the U.S. Marines Youth Foundation for our recent donations to these organizations. Both letters were digitally forwarded to the adjutant, who in turn, has added them to our detachment's website for review by our members, and as supporting evidence of our efforts to the general public.

(j) Adopt-a-Beach Cleanup. Adjutant Yanacek reported that cleanup activity at the West Third Public Estuarine Access was performed on 16 January. Although cleanup took less than one-hour, the ongoing bike path construction project at the access prevented parking vehicles at the site and required parking at a nearby member's home, followed by a half-mile walk to the access to perform the cleanup. Although six garbage bags were filled with debris, trash at the access was minimal—with the majority of the collected debris consisting of small branches, pine cones and pine tree needles. Concluding, Adjutant Yanacek stated that our next cleanup is scheduled for Tuesday, 20 March 2018. Should the ongoing construction project preclude on-site parking, the cleanup will be performed nonetheless by members who can either walk or ride a bike to the access site.

(k) Proposed Detachment Budget for 2018. The membership considered the proposed budget prepared and submitted by Judge Advocate Laney at our December meeting. During that meeting, the proposal was tabled for further review and action at our January meeting. A copy of the proposed budget with a few recommended changes made by Adjutant Yanacek was then provided to those present. The recommended changes included adding \$1,000 of income to reflect a projected Walmart in-store grant, a \$40 increase to our yearly donation to the U.S. Marines Youth Foundation Tree of Lights Program, and the sponsorship of local youth baseball. Each line item was read, and when necessary to answer any questions raised, explained. A discussion involving the sponsorship of youth baseball was held in which the membership agreed to sponsor one youth baseball team. The specific details of this discussion are provided separately in the following paragraph for clarity. At the conclusion of reviewing the proposed budget, Commandant Hudson explained that our budget is a fiscal guideline for the detachment, and that any expenditures listed are subject to change based on our performance in generating the projected income levels at fundraising events and operational needs of the detachment. With that, Judge Advocate Laney motioned that the proposed budget be adopted with the changes as discussed. His motion was seconded by Adjutant Yanacek, voted-on, and passed without dissent. The detachment's approved budget for 2018 is provided at enclosure (2).

(l) Youth Baseball Sponsorship. Within the discussion of the proposed detachment budget for 2018 as noted above, a separate discussion concerning a recommendation to become a sponsor of local youth baseball was also conducted. Reviewing a hand-out prepared by Adjutant Yanacek, the membership considered various sponsorship levels for the Dare County Baseball League and the Outer Banks Babe Ruth League. For informational purposes for those not present at the meeting, the Dare County Baseball League plays their games in Manteo and serves youngsters from six to twelve years of age while the Babe Ruth League plays in both Kitty Hawk and Kill Devil Hills, serving those in the thirteen to fifteen year old age group. Additionally, the former league's schedule begins in late March, while the latter begins in late June. Sponsorship levels for both groups were similar in features and cost. Paymaster Diaz opened the discussion stating that that he was in support of youth baseball, and that his primary concern was to provide the greatest impact on the youth involved and attain the most the visibility for the detachment within our local community. Commandant Hudson expressed his thoughts that since the cost for sponsoring both leagues would be \$950, selecting only one would be the best course of action in light of the our optimistic fundraising projection in the budget. Commenting on his remarks, Chaplain Lawernson

stated that if given the choice of only selecting one, he supported the Dare County Baseball League as it served the younger age group of players—a group that is often overlooked. Following further discussion, the consensus of those present was that the Outer Banks Babe Ruth League would be a better option for our first time in supporting youth baseball. A motion was subsequently made to provide funds for a team sponsorship for the Outer Banks Babe Ruth League. This sponsorship would provide the detachment with a link on the sponsor's page of the Outer Banks Babe Ruth League's website, a listing of the detachment on the sponsor board at the ball-field, the detachment's name on one team's uniform, and a team photograph at a cost of \$500. This motion was seconded and passed without dissent. Accordingly, Adjutant Yanacek will prepare the necessary sponsorship application, then submit it to Paymaster Diaz who will prepare the necessary draft and mail both to the appropriate address.

9. New Business

(a) Bereavement Donation. Paymaster Diaz reported that following an e-mail poll of the membership by Commandant Draper, a donation in the amount of \$100 was made to "His Generation" in memory of Larry Czernik's father, Sergeant Major Edward J. Czernik, USMC (Retired). The donation to this organization was made at the request of Larry and his family in lieu of flowers, and will be specifically used to sponsor golfing clinics for local youth in our area—in honor of the late Sergeant Major's passion for the game of golf.

(b) Roses for Marine Corps League Rose Program. Prompted by the "Supplies" line-item on the approved budget, Commandant Hudson inquired as to the status of our inventory of roses used for the Marine Corps League Rose Program. Responding to that inquiry, Adjutant Yanacek stated that we currently have no roses in our inventory. Continuing, he stated that an attempt was made to purchase some from the League's store about a year ago, however the order was never placed when it was learned that the League's supplier was months behind in their production and could not estimate an approximate delivery time. Adding to this, Adjutant Yanacek stated that he recently contacted the League's store and learned that a new supplier had been procured, that this item was once again available for purchase at the cost of \$35 per gross, and more importantly, that delivery could be made without delay. Reacting to this report, Commandant Hudson pointed out that handing these items out at our fundraising activities has been a huge success in the past, and that the purchase of a sufficient quantity of roses for this program was in order. Taking his remarks as a motion, Adjutant Yanacek seconded Commandant Hudson's recommendation for the immediate purchase of roses. Following a brief discussion on the seconded motion, those present agreed that a sufficient quantity to order would be three-gross, after which the motion passed without dissent. Accordingly, Commandant Hudson tasked Paymaster Diaz with placing the approved order at his earliest convenience.

(c) President's Volunteer Service Award. Adjutant Yanacek submitted a written proposal, provided at enclosure (3), to consider and adopt the President's Volunteer Service Award (PVSA) program as a means to recognize those who perform volunteer service within our area. This national program is sponsored by the Corporation for National and Community Service, is administered by Points of Light, and seeks to inspire more to answer the call to volunteer service through recognition from the President of the United States. The proposal to adopt this program would require the detachment to apply and gain approval for the PVSA by becoming a certifying organization. Once approved, a certifying organization must adhere to the requirements of the program by recording the number of hours of volunteer service performed, and to purchase and present the PVSA to those who we, as a detachment, certify as meeting the program's criteria. Although the cost of the actual award is nominal, the responsibility entrusted to a certifying organization is great—as recognition from the President of the United States is involved. A number of good questions were raised by the membership including the steps necessary to become a certifying organization, and whether we would use it to recognize only members of our detachment, or consider the efforts of others within our community. Responding to those questions, Adjutant Yanacek briefly explained the process of becoming a certifying organization, then indicated that the program gave each

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approved certifying organization the latitude to decide which volunteer efforts to count towards the PVSA. Adjutant Yanacek continued, stating that his review for approved certifying organizations in our area revealed that there were none east of the Raleigh area. Concluding his remarks, he pointed out that this could be a great opportunity to become the first organization in our part of the state to be granted the authority to acknowledge volunteer efforts with presidential recognition. Judge Advocate Laney wisely inquired as to whether becoming a certifying organization would require the permission of the Marine Corps League national headquarters. Responding to that inquiry, Adjutant Yanacek stated that he did not feel that permission was necessary, but that in the interests of maintaining compliance with reference (a), we should submit the proposal to the DoNC for review and guidance. With that, this proposal was tabled until such time that review and guidance is provided via the chain-of-command.

10. Chaplain Lawrenson closed the meeting with a prayer.

11. The meeting concluded at 2022 with acting Sergeant-at-Arms Laney retiring the national colors and declaring the meeting closed until 13 February 2018, when the detachment's membership will reconvene for the transaction of official business.

Robert J. Yanacek

Robert J. Yanacek
Adjutant

DISTRIBUTION: A

DETACHMENT MUSTER ROLL FOR JANUARY 2018

Line	Name	Staff Billet	Remarks
1.	Anderson, Stephen E.		
2.	Beall, Daniel M.		
3.	Bowser, Oyoma R.	Junior Vice-Commandant	Present
4.	Boyce Sr., Ronald A.		
5.	Clark, Craig T.		
6.	Czernik, Lawrence C.		
7.	Diaz, Jorge L.	Paymaster	Present
8.	Dozier, Clare		
9.	Dozier, John J.		
10.	Draper, Frank D.	Junior Past-Commandant	
11.	Fearing Jr., Zenas E.		
12.	Felder, Gary L.		
13.	Figura, John P.		
14.	Gibson, Ron G.		
15.	Gillis, Steven		
16.	Gregory, Timothy G.		Present
17.	Hannon, Scott W.		
18.	Hudson, Daniel R.	Commandant	Present
19.	Hunley, Thomas M.		Present
20.	Hurley, Thomas F.		
21.	Keating, Michael A.	Senior Vice-Commandant	
22.	Laney, Russell E.	Judge Advocate	Present
23.	Lawrenson, Richard	Chaplain	Present
24.	Lotspeich, Cory B.		
25.	Mason, Ronald L.		
26.	McGrath, Kevin J.		
27.	Messinger Sr., Robert L.		
28.	Monroe, James S.		
29.	O'Brien, William W.		
30.	Owens, James W.		

ENCLOSURE (1)

DETACHMENT MUSTER ROLL FOR JANUARY 2018

Line	Name	Staff Billet	Remarks
31.	Patrick, Joseph J.		
32.	Patrick, Susan S.		
33.	Pedersen, Martha E.		
34.	Riley III, Edward W.		
35.	Romano, Frederick R.		
36.	Russano, Frank G.		
37.	Scarborough, Christopher L.		
38.	Spivey, Elvin L.		
39.	Straub, Charles G.		
40.	Strauss, John O.		
41.	Sulik, Richard		
42.	Sulik, Shirley J.		
43.	Thompson, Dennis R.	Quartermaster	Present
44.	Thompson, Stephen D.		
45.	Yanacek, Robert J.	Adjutant	Present
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DETACHMENT BUDGET FOR 2018

BEGINNING BALANCE **\$9,479.37**

Anticipated Income

Walmart Foundation VAP Grants	\$1,000.00
Seafood Festival	\$500.00
Spring Belk Charity Sale	\$1,000.00
Fall Belk Charity Sale	\$1,000.00
Walmart Toys for Tots	\$1,500.00
Walmart Foundation In-Store Grant	\$1,000.00
Total	\$6,000.00

Spending Plan

Toys for Tots of Dare County	\$1,500.00
Special Olympics of Dare County	\$500.00
Interfaith Community Outreach	\$750.00 Defray Expenses for Veterans In Need
Scouting Awards	\$500.00 Scouting Eagle and Gold Awards
Sergeant Mac Foundation	\$100.00 National Wreath Project
U.S. Marines Youth Foundation	\$100.00 Tree of Lights Program
Citizenship Scholarship	\$500.00 First Flight High School
Citizenship Scholarship	\$500.00 Manteo High School
Citizenship Scholarship	\$500.00 Cape Hatteras Secondary School
Sergeant Earl Murray Heroes Foundation	\$500.00 Kill Devil Hills Shop-With-A-Cop Program
Blue Star Mothers of Dare County	\$250.00
Babe Ruth Baseball Team Sponsorship	\$500.00
Additional Grant Expenditures	\$500.00
Supplies	\$250.00 Flags, Roses, Etc.
Administrative	\$300.00 Postage, Website, Phone, PO Box, Etc.
Total	\$7,250.00

ENDING BALANCE **\$8,229.37**

ENCLOSURE (2)

THE PRESIDENT'S VOLUNTEER SERVICE AWARD

BACKGROUND

The President's Volunteer Service Award (PVSA) is the premier volunteer awards program, encouraging citizens to live a life of service through presidential gratitude and national recognition. The PVSA is an initiative of the Corporation for National and Community Service (CNCS) and is administered by Points of Light. Through a shared mission of inspiring more to answer the call to service, the PVSA celebrates the impact we can all make in bettering our communities and our world.

CRITERIA

- Individuals, families, and groups that meet the criteria are eligible for the PVSA.
- Recipients must be a United States citizen or a lawfully admitted permanent resident of the United States.
- Awards are issued for service hours served within a 12-month time period or over the course of a lifetime.
- Awards are issued for volunteer service only; Monetary donations are not a factor considered for the award.
- Court-ordered community service does not qualify for the award.
- Awards are granted and presented by approved Certifying Organizations.
- Service must be with an approved Certifying Organization that is legally established in the United States, the Commonwealth of Puerto Rico, or one of the U.S. Territories.
- Each Certifying Organization determines what hours count towards the award.
- Certifying organizations have the discretion to decide if they want to award hours served only with their organization or honor hours served elsewhere.

ELIGIBILITY

- Hours are measured over a 12-month period and awards are designated based on cumulative hours.
- The awards are offered in multiple levels and are designed to recognize each milestone of your service achievement.
- Levels include bronze, silver, gold and the highest honor, the President's Lifetime Achievement Award for those who contribute more than 4,000 hours of service in their lifetime.

ANNUAL AWARDS

Category	Bronze	Silver	Gold
Kids (5 – 10)	26 to 49 hours	50 to 74 hours	75+ hours
Teens (11 - 15)	50 to 74 hours	75 to 99 hours	100+ hours
Young Adults (16 - 25)	100 to 174 hours	175 to 249 hours	250+ hours
Adults (26 and older)	100 to 249 hours	250 to 499 hours	500+ hours
Families and Groups*	200 to 499 hours	500 to 999 hours	1,000+ hours

* Two or more people, with each member contributing at least 25 hours toward the total.

LIFETIME AWARDS

Individuals who have completed 4,000 or more hours in their lifetime
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BECOME A CERTIFYING ORGANIZATION

- Must take a short, no-cost e-course on the program. This e-course is an annual requirement.
- Complete and submit the certifying organization application online.
- Once submitted, all applications are reviewed thoroughly with follow-up sometimes required. Processing takes approximately 10-15 business days. Organizations will receive email updates as to status of application.

WHO CAN BECOME A CERTIFYING ORGANIZATION?

Certifying Organizations must fall into one of the following categories: nonprofit; community or faith-based organization; business; school and college; national service program; civic, fraternal or service organization; membership or trade association; or federal, state or local government agency.

THE PRESIDENT'S VOLUNTEER SERVICE AWARD

CERTIFYING ORGANIZATIONS MUST:

- Adhere to the terms and conditions of the PVSA and the program agreement.
- Be legally established in the United States, Commonwealth of Puerto Rico, or a U.S. territory.
- Receive, facilitate, or authorize the volunteer service or activities.
- Verify volunteer hours required to earn the award.
- Verify volunteers are U.S. citizens or lawfully admitted permanent U.S. residents.
- Pay nominal cost of PVSA awards, including shipping.
- Receive and distribute the awards package to volunteers.

REQUIREMENTS TO MAINTAIN STATUS FOR A CERTIFYING ORGANIZATION

- Must be in compliance with all terms and conditions that govern the PVSA program.
- Re-certify with the program annually including confirming agreement with the PVSA terms and conditions.
- Maintain current organizational information with the PVSA program.
- Maintain database of all recipients granted the PVSA including the date of award and level (bronze, silver, gold) of service.
- Remain current with e-courses as required.

AWARD OPTIONS

Certifying Organizations may choose from the following options to provide PVSA recognition:

ANNUAL AWARDS: BRONZE – SILVER – GOLD

<p>Complete Package Customized certificate Choice of pin, coin, or medallion Congratulatory letter from the President</p>	<p>Cost Pin package - \$6.25 Coin package - \$8.50 Medallion package - \$10.50</p>
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<p>Certificate Package Customized certificate Congratulatory letter from the President</p>	<p>Cost Certificate package - \$5.00</p>
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<p>Individual Pieces</p>	<p>Cost Pin - \$3.00 Coin - \$5.00 Medallion - \$7.00</p>
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LIFETIME AWARDS

<p>Complete Package Enlarged, personalized certificate Choice of pin or coin Congratulatory letter from the President</p>	<p>Cost Pin Package - \$7.50 Coin Package - \$9.25</p>
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<p>Certificate Package Enlarged, personalized certificate Congratulatory letter from the President</p>	<p>Cost Certificate package - \$5.00</p>
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<p>Individual Pieces</p>	<p>Cost Pin - \$4.00 Coin - \$6.00</p>
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