



## MARINE CORPS LEAGUE OUTER BANKS DETACHMENT

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24 April 2018  
1100

From: Adjutant  
To: Distribution List

Subj: MINUTES OF GENERAL MEMBERSHIP MEETING FOR APRIL 2018

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

Encl: (1) Detachment Muster Roll for April 2018  
(2) 2108 Spring Belk Charity Sale

1. In accordance with the references, a detachment general membership meeting was conducted on 10 April 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). No guests or prospective members were present.

3. The meeting commenced at 1900 with Sergeant-at-Arms Wartenbee 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. Chaplain Lawrenson, opened the meeting with a brief prayer.

5. Guest Speakers. None.

6. New Members. One new member, Steven Faircloth was present. Steven joined our detachment on 3 April 2018 at our monthly breakfast social event. Steven served in the Marine Corps from 1995 to 1999 as a rifleman, and is the owner of an electrical contracting company located in Manteo, Seabreeze Electric. Steven and his wife, Meredith, reside in Manteo.

7. Staff Reports.

(a) Commandant. N/A

(b) Senior Vice-Commandant. N/A

(c) Junior Vice-Commandant. None.

(d) Judge Advocate. Russ Laney reported that our local VFW Post will be hosting an annual benefit dinner on Saturday, 14 April 2018 from 1700 to 2000. The dinner will be held at the Colington Firehouse at 108 Schoolhouse Road in Kill Devil Hills at a cost of \$10 per person. The dinner will include barbecue and chicken provided by Pigman's as well as homemade desserts. Those interested may purchase tickets from any local VFW or VFW Auxiliary member, or at the door at the event. Russ also reported that a scholarship recipient from Cape Hatteras Secondary School has been selected and will be awarded our scholarship on 30 May 2018. Scholarship recipients for Manteo High School and First Flight High School have not been identified at this time.

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(e) Junior Past-Commandant. N/A

(f) Adjutant. Robert Yanacek reported that we have 46 members on the rolls at this time. Since our last meeting we dropped one member from our rolls for non-payment of dues and joined one new member earlier in the month, resulting in no net gain or loss to our membership total. Our newest member, Steven Faircloth, was joined to the rolls as previously noted in paragraph 6. Of those currently on the rolls, 43 (93.5-percent) are current in their membership dues. This figure represents a slight improvement since last month when it was reported that 88.6-percent of our members were in a good-standing status.

(g) Chaplain. Rick Lawrenson reported that Quartermaster Thompson was taken to the hospital by ambulance just prior to our meeting after being discovered by Adjutant Yanacek asleep and in an unresponsive state. He is currently being medically evaluated, and following the meeting Rick will be driving to the hospital to check on Quartermaster Thompson's status.

(h) Paymaster. Jorge Diaz briefed his financial report, including a detailed list of all income and expenditures since our last meeting. His report also included the detachment's current account balance. Jorge's written financial report was examined, discussed, and accepted with no discrepancies noted. Concluding, Jorge added that as always, his records are available for review by any member of the detachment upon request.

(i) Quartermaster. N/A

(j) Sergeant-at-Arms. None.

## 8. Old Business

(a) Awards Presentation. None.

(b) Recruiting and Retention. Adjutant Yanacek reported that three members remain delinquent in their dues. All three have moved out of our area and will be dropped from the rolls in late-August and early-September unless their dues payment is received.

(c) Grants and Donations. Adjutant Yanacek reported that a Walmart Foundation "Volunteerism Always Pays" grant of \$250 was received by our paymaster on 31 March. The application for a community grant from the Walmart Foundation has unfortunately hit a dead end. An attempt to process a grant request by submitting it through the Marine Corps League Foundation, a registered 501(c)3 organization, required the acknowledgment of a memorandum of understanding by a member of the foundation, however the foundation's president declined to sign the memorandum of understanding. In light of this, the only avenue remaining is for our detachment to form an independent 501(c)3 entity and applying for a community service grant through that organization. Unfortunately, doing so would require a lengthy process as well as the expenditure of approximately \$350 in filing fees to the appropriate federal and state agencies.

(d) Sickbay. None.

(e) Marine in Need. None.

(f) Website and Marketing. Adjutant Yanacek reported that our website and Facebook pages are up-to-date, including photographs and information about recent events. Our Facebook page continues to receive specific attention and has increased from 193 to 305 followers since our March meeting. Emphasis on our Facebook page will continue as social media exposure is an excellent vehicle in making

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the general public aware of our organization and its activities, and attracting younger potential members.

(g) Social Activity. Adjutant Yanacek reported that on 3 April, nine members and one guest 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 1 May 2018 at 0900. All hands are invited and encouraged to attend.

(h) Administration. Adjutant Yanacek reported that his request to update the detachment's contact on the national headquarters' website was completed in late-March.

(i) Correspondence. Adjutant Yanacek reported that today he received an e-mail from the Department of North Carolina requesting we consider donating to a fund to purchase a grave marker for the first woman Marine, Opha May Johnson. Opha enlisted into the Marine Corps in August 1918 and although paving the way for thousands of other women to be able to serve as Marines she is buried an unmarked grave in Saint Paul's Rock Creek Cemetery in Washington, DC. Continuing, Adjutant Yanacek explained that the Women Marines Association is sponsoring a special project to get an appropriate marker installed to honor this pioneer veteran Marine with a goal raising \$30,000. To date, a total of about \$11,500 has been raised. Accordingly, the Woman Marine's Association is requesting our assistance. Discussion and action on this request was tabled until "New Business" later in the meeting.

(j) Adopt-A-Beach Cleanup. Adjutant Yanacek reported that he visited our designated access on West Third Street on 27 March and performed a quick cleanup of the area. The ongoing construction remains an issue, with access still very limited. As trash at the site was minimal, the area was raked for pine cones and small tree branches. This resulted in ten bags of debris being collected and removed. Following the cleanup activity Adjutant Yanacek communicated with Scott Lawrence of the Surfrider Foundation to advise him that we will be suspending further cleanup operations at the site until such time that construction in the area has been completed. Scott indicated that this would not be a problem, and thanked our detachment for fine job we have been doing. Scott also advised Adjutant Yanacek that he is trying to get the Town of Kill Devil Hills to install cigarette butt receptacles at all accesses and asked if we would agree to empty them when we perform our scheduled cleanups. As this would require little additional effort, Adjutant Yanacek informed him that we would support his effort by adding this task to our cleanup activities.

(k) Youth Baseball Sponsorship. Paymaster Diaz inquired as to the status of our youth baseball sponsorship. Adjutant Yanacek reported everything relating to our sponsorship has been completed and that we are now simply awaiting the start of the season for the 13 to 15 year old league which will not begin until the latter part of June. As soon as the schedule is published, our detachment members will be notified so they may attend games and support our team.

(l) President's Volunteer Service Award. Adjutant Yanacek reported that he has completed entering all volunteer service hours performed by detachment members from 1 January 2015 to the present. This information was entered into the President's Volunteer Service Award database and includes only hours of service performed at detachment-sponsored activities. Detachment members who have performed volunteer service for other organizations may be given credit for their service, however they will need to submit the specific dates of service, the name of the organization that the service was performed for, and the number of hours of volunteer service performed. This may be done at anytime by e-mailing the required information to him.

(m) Department of North Carolina Quarterly Meeting. Sergeant-at-Arms Wartenbee reported that he and Adjutant Yanacek will be attending the Department of North Carolina's quarterly meeting in Greenville on 20 and 21 April. Both he and Adjutant Yanacek have already reserved their lodging and are looking forward to attending this conference.

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(n) Armed Forces Day. Adjutant Yanacek reminded all hands that the detachment will be conducting a Marine Corps Rose distribution event on Armed Forces Day, 19 May 2018 at the Kitty Hawk Walmart store from 0900 to 1700. Members will be notified by e-mail prior to our next meeting and requested to support this fundraising initiative by volunteering to serve at this event. Of course no member is expected to attend for the entire eight-hour duration of this event, he continued, however many members volunteering to assist for a one or two-hour shift would be both beneficial and appreciated. To ensure sufficient roses were available for this event, Adjutant Yanacek motioned that an order be placed for an additional supply of roses. This motion was seconded by Paymaster Diaz, and after a discussion as to the quantity to ensure an adequate supply it was decided to place an order for three-gross. The motion was then voted on and approved without dissent.

(o) Spring Belk Charity Sale. Adjutant Yanacek reported that the Spring Belk Charity Sale is underway and that we have already participated in three ticket sale events thus far. To date we have raised a total of \$786.25 with ten of our members scheduled to participate in this fundraising activity. With six ticket sale events remaining, the detachment should have no difficulty in attaining its fiscal objective for this event. However, each member is requested to consider volunteering for at least one two-hour shift in support of this effort as successful fundraising is vital to our organization's ability to fund various programs that aid our community. Those willing and able to assist us in our efforts may do so by choosing a date and time on the schedule provided at enclosure (2), and notifying the adjutant of your willingness to do so.

(p) Special Olympics. Adjutant Yanacek reminded everyone that the Dare County Special Olympics Spring Games will be held on Saturday, 28 April 2018 beginning at 0900. In the past, we have publicly presented our annual grant to them just prior to the commencement of the activities. Accordingly Paymaster Diaz will prepare the necessary draft and ensure it is available when needed and Adjutant Yanacek will take action to determine the members who will be making the presentation.

(q) May General Membership Meeting. Adjutant Yanacek reminded all hands that our membership meeting in May will not be held the second Tuesday of the month as the Town of Southern Shores requires the use of our facility on that day. As previously published, our general membership meeting for May will be held on Tuesday, 15 May 2018 from 1900 to 2000.

## 9. New Business

(a) Donation to the Woman Marine's Association. Per the request for a donation to be used for a suitable grave marker for Opah May Johnson as outlined in paragraph 8(i), Chaplain Lawrenson motioned that the detachment donate \$100 towards that effort. His motion was seconded, voted on, and passed without dissent. Paymaster Diaz will prepare the necessary draft and mail it following receipt of the mailing address from Adjutant Yanacek.

(b) Acquisition of Large Presentation Check. Prompted by the discussion of presenting grant checks, Paymaster Diaz opened for discussion an idea to procure a large presentation check. This presentation check could be used to photographically document grant presentations such as the Special Olympics and scholarship award events. Ideally, he stated, the check should be of sufficient size to be easily visible in photographs and should be constructed in a manner that would permit its use at many events. Discussion ensued and it was recommended that such checks are available through many sources and that once a check blank has been produced, the date, payee, and amount could be written onto the blank using dry-erase marker. This would permit this information to be erased following a presentation event and permit the blank to be reused. Although no decision was reached to purchase this item, Steve Faircloth indicated that he owned a printer that could possible produce this check at no cost to us.

10. Chaplain Lawrenson closed the meeting with a prayer, with a special intention offered for the well-

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being of Quartermaster Thompson.

11. The meeting concluded at 1947 with Sergeant-at-Arms Wartenbee retiring the national colors and declaring the meeting closed until 15 May 2018, when the detachment's membership will reconvene for the transaction of official business.

*Robert J. Yanacek*

Robert J. Yanacek

Adjutant

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## DETACHMENT MUSTER ROLL FOR APRIL 2018

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

**ENCLOSURE (1)**

## DETACHMENT MUSTER ROLL FOR APRIL 2018

<b>Line</b>	<b>Name</b>	<b>Staff Billet</b>	<b>Remarks</b>
32.	Pedersen, Martha E.		
33.	Riley III, Edward W.		
34.	Romano, Frederick R.		
35.	Russano, Frank G.		
36.	Scarborough, Christopher L.		
37.	Spivey, Elvin L.		
38.	Straub, Charles G.		
39.	Strauss, John O.		
40.	Sulik, Richard		
41.	Sulik, Shirley J.		
42.	Thompson, Dennis R.	Quartermaster	
43.	Thompson, Stephen D.		
44.	Walker, Carlos E.		
45.	Wartenbee, Michael W.	Sergeant-at-Arms	Present
46.	Yanacek, Robert J.	Adjutant	Present
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## 2018 SPRING BELK CHARITY SALE

Day	Date	Time	Volunteers				
Saturday	31 March 2018	1200-1400	Dan Hudson	Frank Draper	Martha Pedersen		
Saturday	7 April 2018	1200-1400	Dan Hudson	Russ Laney	Martha Pedersen	Dennis Thompson	
Sunday	8 April 2018	1400-1600	Robert Yanacek	Dennis Thompson	Joe Patrick	Sue Patrick	Russ Laney
Saturday	14 April 2018	1400-1600	Frank Draper	Dennis Thompson	Russ Laney		
Sunday	15 April 2018	1400-1600	Mike Wartenbee	Dennis Thompson	Jorge Diaz	Joe Patrick	Sue Patrick
Saturday	21 April 2018	1200-1400	Dan Hudson	Frank Draper	Russ Laney		
Sunday	22 April 2018	1400-1600	Robert Yanacek	Russ Laney	Dan Hudson		
Saturday	28 April 2018	1400-1600	Dan Hudson	Tim Gregory	Dennis Thompson	Russ Laney	
Sunday	29 April 2018	1400-1600	Robert Yanacek	Dennis Thompson	Jorge Diaz	Russ Laney	
Saturday	5 May 2018	0600-0800	Robert Yanacek	Dennis Thompson	Rick Lawrenson		
		0800-1000	Tim Gregory	Russ Laney	Frank Draper		