



## MARINE CORPS LEAGUE OUTER BANKS DETACHMENT 1264

THE KERN PITTS CENTER  
5375 NORTH VIRGINIA DARE TRAIL  
SOUTHERN SHORES, NORTH CAROLINA 27949

11 November 2014  
1100

From: Adjutant  
To: Distribution List

Subj: MINUTES OF GENERAL MEMBERSHIP MEETING FOR NOVEMBER 2014

Ref: (a) Marine Corps League National Bylaws and Administrative Procedures

1. In accordance with the reference, a detachment general membership meeting was conducted on 11 November 2014 at the Kern Pitts Center, 5375 North Virginia Dare Trail, Southern Shores, North Carolina.

2. Members and guests in attendance were:

Craig T. Clark, Member

Frank Draper, Senior Vice-Commandant

Timothy Gregory, Commandant

Michael A. Keating, Member

Richard Lawrenson, Chaplain

Robert Messinger, Paymaster

Edward Riley, Junior Past-Commandant

Dennis Thompson, Member

Robert J. Yanacek, Adjutant

3. The meeting commenced at 1900 with Commandant Gregory securing the quarters, leading us in the Pledge of Allegiance, and declaring the meeting open for the transaction of official business.

4. At the instruction of Commandant Gregory, the chaplain opened the meeting with a prayer.

5. Guest Speaker. None

6. Administration of Membership Oath to New Members. None

7. Staff Reports

(a) Senior Vice-Commandant. None

(b) Junior Vice-Commandant. Not Applicable

(c) Adjutant. Robert Yanacek reported that he had received a check donation in the amount of \$40 from Richmond Marketing LLC for an informational link he added to the detachment's website for veterans with mesothelioma. This check was turned over to the paymaster for deposit in the detachment's account. In addition, Robert reported receiving notification that the detachment will receive a grant in the amount of \$250 from the Walmart Foundation as a result of the hours of volunteer service he has performed for the detachment for the period 1 August to 31 October 2014. The grant will be forwarded upon certification by the detachment commandant that the indicated hours of service performed are correct. Robert provided Commandant Gregory with the necessary written instruction to complete the certification process.

(d) Paymaster. Bob Messinger reported that we currently have 31 members on the rolls, and that he has received two new applications for membership in our detachment since the October meeting. Both members have paid the required dues and fees for membership and have provided satisfactory documentation of required service in the Marine Corps. The completed applications and dues payable to

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the National Marine Corps League have been forwarded for processing. The two new members will need to be administered the Oath of Membership at the December meeting before they will be added to our rolls. The two new members are Russell E. Laney and Jorge L. Diaz. Bob then provided a detailed report of income and expenditures since the last meeting and the detachment's current account balance. He added that the Judge Advocate and a second member need to conduct an audit of the detachment's financial records before Thanksgiving day in order to ensure the results are completed by the end of the month as required by the reference. Lastly, Bob indicated that he has completed the initial draft update of the 2015 Detachment Directory. The finalized update will be printed and sent out to the detachment membership when he returns from vacation in January.

(e) Chaplain. None

(f) Sergeant-at-Arms. Not applicable

(g) Web-Sergeant. Robert Yanacek reported that he recently lost his user-ID and password to update the detachment's records on the national website as a result of his personal home computer malfunctioning. He advised Commandant Gregory that he may require administrative assistance in order to obtain the necessary user-ID and password from the National Marine Corps League webmaster. Commandant Gregory indicated he would provide any assistance required.

#### 8. Old Business

(a) Recruiting. A discussion was held regarding the posting of detachment recruiting material throughout the community. During the past month, a minimum of five detachment recruiting posters were placed at the following locations: The Post Office in Kill Devil Hills, the Motor Vehicle Licensing Station in Manteo, the Jolly Roger restaurant in Kill Devil Hills, the Kangaroo Express convenience store at West 3rd Street in Kill Devil Hills, and the Walmart in Kitty Hawk. A new and more colorful recruiting poster has also been designed and was presented to the membership. This new poster is now available for download on the detachment website. Copies will be printed and made available to the membership at the December meeting.

(b) Charitable Donations. Following discussion, appropriate motions and voting protocol, the membership provided instruction to the paymaster to prepare and submit checks for donations to the charitable organizations in the amounts as follows:

<b>Organization</b>	<b>Amount</b>
Blue Star Mothers	\$150
Sergeant Mac Foundation National Wreath Project	\$80
Wounded Warrior Project	\$1,000
U.S. Marine Youth Foundation Tree of Lights	\$60
Outer Banks Public Safety Auxiliary	\$500

#### 9. New Business

(a) Update of Corporate Records. It was brought to the attention of the membership by the adjutant that the registered agent and principal office address listed with the State of North Carolina Corporation Commission requires amendment since the currently listed registered agent is no longer a member of our detachment. Following a brief discussion, the adjutant will prepare North Carolina Form NA-02 designating Senior Vice-Commandant Draper as our registered agent and listing his address as our principal office address. The completed form will be presented to Senior Vice-Commandant Draper at the December meeting for signature, and must then be sent to the North Carolina Corporation Commission with the required \$5 filing fee.

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(b) Election of Officers. Commandant Gregory indicated that, in accordance with the reference, the membership must vote for the elected billets of Commandant, Senior Vice-Commandant, Junior Vice-Commandant, and Judge Advocate during the December meeting. Within the next few weeks, Commandant Gregory will be sending a proposed ballot to the membership for review and to solicit any additional candidates. Once the solicitation and review period has been completed, a vote of the membership on the final ballot will be conducted. The installation of those elected will take place during the January meeting.

(c) Sergeant-at-Arms Billet Vacancy. Our current Sergeant-at-Arms has been ill for many months and has been unable to perform his duties. Accordingly, a replacement is needed. Any member interested in being assigned to this billet should contact our commandant for additional information and consideration.

10. At the instruction of Commandant Gregory, the chaplain closed the meeting with a prayer.

11. The meeting concluded at 1955 with Commandant Gregory declaring the meeting closed until the next meeting on 9 December 2014.

*Robert J. Yanacek*

Robert J. Yanacek  
Adjutant