

WreathsForTheFallen.org

Officers Meeting Minutes

March 26, 2015

I. Call to order

John Thomas called the March 2015 officers meeting to order at 12:50 pm on Thursday March 26th, 2015 at the Fort Steakhouse in Fort Ripley MN. Officers present were – John Thomas-President, Norville Pervier-Vice President, Carrie Johnson-Secretary and Wreath Procurement Officer Bob Larson.

II. Minutes from last meeting- Minutes from the last officers meeting, which was held on 12-29-14 were approved as submitted. They have been posted on the web. We have not had any general meetings yet in 2015.

III. Treasurers Report

Ron Robbins-our treasurer was not able to attend this meeting. He had given his reports to John Thomas who read them to everyone present. Reports were approved and submitted to Carrie Johnson for the record. Reports for the period beginning December 1st 2014 through February 28th 2015 were submitted. The beginning balance on December 1st was \$51,980.73 with expenses for the period totaling \$47,581.42, deposits totaling \$16,078.70 and bank transfers of \$8,000.00 each to the new SW and NE cemetery accounts, this left a balance of \$4,478.01 at February 28, 2015.

John also had the officers sign new bank signature cards so everything was current and correct.

Carrie will file the yearly 990 Income Tax Return online again this year. The due date for the return is May 15, 2015.

IV. Topics Discussed

Memorial Wreath Project – We have purchased 2 additional Memorial Wreaths that will be used for the Memorial Day Ceremony at the Veterans Cemetery at Camp Ripley each year. American Steel will fabricate the aluminum plates at no charge. No more wreaths should be needed in the near future.

Wreath Procurement and Distribution Policy – WreathsForTheFallen.org has adopted a new Wreath Procurement and Distribution Policy. The actual policy has been posted on our web site under 'Organizational Information' in the Legal Documents section. Our web site is www.wreathsforthfallen.org

Pop Up Tent – After discussion it was decided that we would purchase a 10x10 pop up tent w/4 sidewalls/case on wheels. This will be a commercial grade tent to be used at our events that we would have a booth at. Approximate cost is \$200.00.

2-Way Radios – The Long Lake Conservation Center in Palisade MN has been very generous to us by donating 10 2-way radios to our organization. We couldn't be more grateful. Thank you so much. This organization has borrowed us the use of these radios for the wreath laying ceremony for several years. The radios are a great help the day of the wreath laying.

Brochure and Web Updates – John Thomas will be meeting with Patrick Iten regarding the updates needed on the new brochures and our web site. Some of the changes will be the dates, the new Preston Cemetery information and the other planned cemetery's in the State of MN.

Preston Cemetery: We are planning on visiting the new Veterans Cemetery by Preston MN sometime this summer – maybe June or July. This will be a great opportunity for us to meet with people from that area who are interested in the wreath project. More details to follow. The first burial in that cemetery are estimated to be in September 2015. There will be a Wreath ceremony at this cemetery on December 12, 2015 so many plans need to be made. Mickman Brothers has confirmed they would be able to deliver wreaths to that cemetery as well.

Wreath Laying Ceremony 2015 – Mark your calendars – the 2015 Wreath Laying Ceremony will be on **Saturday December 12th at 11:00 am**. We will again have the additional responsibilities we had in 2014 - including Parking, Color Guard Coordination, Master of Ceremonies, National Anthem, Guest Speakers and Wreath Presenters. There will also be a ceremony in Preston that we will be partaking in.

Upcoming Events – We have been invited to **The Red Bull Military Appreciation Day on June 7th, 2015 in North Branch MN**. Jerry Ratcliff has volunteered to be at this event and represent WreathsForTheFallen. Thank you Jerry ! Everyone is welcome to attend – the brochure has been posted on our web site.

Flag Removal Day – The removal of the flags placed for the Memorial Day Ceremony at the Veterans State Cemetery at Camp Ripley will be removed on **Tuesday May 26th 2015 at 11:00 am**. If the weather is damp or rainy it will be changed to a later date. Thanks in advance to all the volunteers who will place the flags and also remove them.

MEMORIAL DAY IS MONDAY MAY 25TH this year. The Annual Memorial Service held at the Minnesota State Veterans Cemetery in Little Falls will be held on May 24th. See poster on our “Events” web page for May 24th.

ANNUAL MEETING- We are in the process of planning the Annual Meeting. We proposed many possible days but have to verify on a place to have it. Last year the meeting was on July 12th at the Snack Bar at the Camp. We are possibly looking into having it at the same location on July 11th this summer. Any comments or suggestions will be greatly appreciated. Please watch your emails for updates.

V. Next General Meeting

No plans have been set for a general meeting at this time. Anyone with questions or concerns is invited to contact John Thomas at 218-829-6622 or any officer. Please watch for emails as this will be discussed at the next officers meeting.

VI. Next Officers Meeting

The next officer's meeting is tentatively set for Friday, April 3rd via conference call at 4:00.

Prayers for Ron Robbins our treasurer as he recovers at home.

VII. Adjournment

Motion to adjourn the meeting was made by Norville Pervier and seconded by Bob Larson at 1:55 pm.

Minutes submitted by: Carrie Johnson – Secretary

Minutes approved by: _____


John Thomas - President

If you have any questions or need any information please log into our web site at www.wreathsforthefallen.org or call John Thomas at 218-829-6622