

WreathsForTheFallen.org

Officers Meeting Minutes

November 4, 2015

I. Call to order

John Thomas called the Officers meeting to order at 1:00 pm on Wednesday, November 4th at the Fort Steakhouse in Fort Ripley MN. Officers present were – John Thomas-President, Ron Robbins – Treasurer, Carrie Johnson-Secretary, Bob Larson-Wreath Procurement Officer and Shirley Nelson our Chaplin.

II. Minutes from last meeting

Minutes from the last officers meeting, which was held on June 30th, 2015 were discussed and approved as submitted. The Annual meeting was held on July 18th at the VFW in Little Falls.

III. Treasurers Report

Ron Robbins gave his report and submitted his treasurer's reports up through the period ending September 30th, 2015 to Carrie Johnson our secretary. We currently have 5 bank accounts which Ron maintains monthly. We have our checking account, savings account, and savings accounts for the Preston, Duluth and SW cemetery accounts. The Memorial account has been closed and funds transferred to the checking account. The balance in the general fund at September 30th was \$17,805.07. Contributions to date are \$45,135.99. This is \$13,252.01 short from the same period last year.

IV. Topics Discussed

John opened the meeting by sharing several cards and letters received from many people over the summer 'thanking WFTF' for the great things we do as an organization. It was wonderful to hear the kind and thoughtful words many people have written us about. Many people want to help so hopefully we will have a huge group of volunteers at the ceremony in December.

Brochures and Mailings – John gave us an update on the mailings and the requests for brochures at various locations throughout the State. He has been busy sending out brochures all summer per requests and has been extremely busy in the office processing requests, mailings and visiting with people who call everyday wanting to know about WFTF.org. Our brochure inventory is diminishing quickly.

UPCOMING WREATH CEREMONY – December 12, 2015 – 11:00 am

This meeting was in large part needed to discuss the plans for the upcoming Wreath Ceremony that will be on Saturday December 12 at 11:00 am. We are in charge of the entire ceremony this year from the early morning staging process, speakers, presenters, traffic control, refreshments, and of course the wreath laying. We went over the list of presenters and John & Ron will make sure everyone is contacted in advance to make sure they would be there on the 12th. We talked about traffic control and the different people and groups that would be willing to help – traffic control is one of the most difficult areas to work with. Volunteers are needed in every aspect of the ceremony and everyone is invited to help and attend this ceremony. We discussed the cookies, coffee, apple cider, cups, napkins, radios, signs, rest room facilities and everything else needed for the event. If anyone is interested in helping they should contact John Thomas before the event so he can tell you what might be the best job for you. He can be reached at 218-829-6622.

We reviewed the program handout that John had done last year and talked about how would be the best way to get it to the visitors and volunteers. John will make up the program again this year as it seemed to be very well liked last year. We will discuss this more at the Section Leaders Briefing that will be on Saturday December 5th at the Canteen in Camp Ripley.

John Thomas has again this year worked very closely with the cemetery administrator in preparation for the event. They will again have some staff on site to help us as necessary. Thanks to the Cemetery Staff in advance! He also received a 'count' from the cemetery on the number of gravesites at the Camp Ripley Veterans Cemetery – Total gravesites to date are 4732, total 2nd internments are 1059 and the total burials are 5791. We will try to place a wreath on all gravesites (based on contributions received) - the 2nd internment sites will only get a wreath placed on it if it has been SPECIFICALLY REQUESTED by family or friends. John will have a sheet for all section leaders with all important information on it at the Section Leaders Briefing on December 5th. There are significantly more gravesites this year so our mission has grown.

SECTION LEADER / VOLUNTEER / TRAFFIC CONTROL BRIEFING

This briefing will be held on Saturday December 5th at 11:00 am at the Canteen in front of the Camp Ripley main entrance. Everyone who will be helping as section leader, information assistant, traffic control or wreath staging is encouraged to attend. John will have instructions and information available to everyone that day. If you are a volunteer and can't attend please give John a call at 218-829-6622 so he can mail you the information you will need.

Preston Cemetery: The Preston Cemetery is scheduled to open and have its first burial on November 11th this year. They will not be having a huge ceremony this winter but are planning on a ceremony around Memorial Day 2016. We (WFTF.org) will however, be providing around 200 wreaths to them to be placed on the burial sites and so they will have some available for burials through the end of the year. John Thomas has been visiting with members of the Rochester sector of the Patriot Guard in that area and there is lots of enthusiasm for the new cemetery and is looking forward to meeting and setting up a group of volunteers to work with us with future wreath ceremonies.

Press Release – John has sent out several Press Releases' to newspapers and radio stations throughout Minnesota.

Section Leader /Volunteer Briefing – Saturday December 5th at 11:00 am. at the Canteen at Camp Ripley MN

Wreath Laying Ceremony 2015 –Saturday December 12th at 11:00 am. at the State Veterans Cemetery at Camp Ripley MN

Mark your calendars!

V. Next Officers Meeting

The next officer's meeting will be via a conference call tentatively set for November 19th.

VI. Adjournment

Meeting was adjourned at 2:45 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