

WreathsForTheFallen.org

Officers Conference Call Meeting

November 26, 2018

## 1. Call to Order

John Thomas called the conference to call at 1:11pm on Monday November 26, 2018.

All officers participating in the conference call were John Thomas, Ron Robbins, Jerry Ratcliff, Carrie Johnson, Bob Schule, Becky Schule and Carl Bates

## 2. Topics Discussed

This conference called was necessary to address the upcoming Wreath Ceremony, Section Leaders Meeting, By-Laws, computer issues and other important issues.

The wreath ceremony is going to be Saturday December 15<sup>th</sup> and we needed to discuss sections leaders, presenters, volunteers in all areas of the event. No section leaders or presenters have been contacted at this time so Carrie Johnson will contact past Section Leaders to see who will volunteer again this year. Ron Robbins and Jerry Ratcliff will contact possible presenters from the various military branches and get volunteers for the ceremony. John Thomas will line up the Color Guard, the Rifle Squad and the Key Note Speaker. Carrie will contact 2 different girls who may be willing and able to sing the National Anthem – if they are not available John will talk to John Snell who did it last year.

Carrie Johnson will pick up the cookies from Aperts in St Cloud (now called Sysco) on Thursday before the ceremony. John will email her an order list of cookies to pick up.

Carl Bates will do the invocation at the Ceremony.

Bob Schule will be working side by side with John Thomas at the Ceremony.

Carrie Johnson will contact the Canteen to make sure we can have the Section Leaders Meeting there on Saturday December 8<sup>th</sup> at 11:00

Ron Robbins will be available for the staging at 7:00am along with Rick Johnson and John Clements and any others that may be available. John Thomas & Bob Schule will have the 'staging worksheets' available that morning. Mickman will be delivering the wreaths around 7:00 am.

Carrie will call Marchel Marshal to see if she will do the hospitality vehicle again this year. Marchel (Michelle) is to call John to make arrangements with coffee containers etc.

John Thomas will again do the Section Leaders Booklet for the meeting on the 8<sup>th</sup>.

Parking and traffic control - - - John Thomas and Blair Francis have spent time together and have the parking situation covered.

John & Bob Schule have been working on the wreath order and will be in contact with Mickman – all is covered there also.

John & Ron Robbins will check into the napkins, cups and refreshment table supplies and order items as needed.

Index cards were not mentioned but will be used again this year.

Ron Robbins, Jerry Ratcliff and Carrie Johnson will update John Thomas with section leaders, presenters and other volunteers as soon as possible so John can complete all his worksheets and schedules for the Section Leaders Briefing and the Ceremony.

### **3. Treasures Report**

Ron Robbins gave the Treasures Report. Receipts to date are \$ 71,747.00. He reported the printing costs to Lakes Printing for the envelopes, letters, reply envelopes and postage. He also reported on the brochure cost from First Impression Printing. Good job to John, Bob and Ron for getting some great pricing for these items.

Carrie Johnson made a motion to accept the treasurers report as read and Jerry Ratcliff seconded it. Everyone approved – treasures report accepted. Ron submitting them to Carrie for the file.

### **4. Nomination – IT Specialist**

Becky Schule has been nominated as our IT Analyst. She is Bob Schule's wife and has extensive work experience as an IT Specialist and is currently retired. Ron Robbins made a motion to nominate Becky for this position and Jerry Ratcliff seconded the nomination. Everyone voted in favor of Becky Schule as our new Business IT Analyst. Welcome to Becky Schule !!

## **5. Next Meeting**

Our next meeting will be for the Section Leaders and other volunteers for the Wreath Ceremony. The Section Leaders meeting will be held on Saturday December 8<sup>th</sup> at 11:00 am at the Canteen at Camp Ripley.

All volunteers are encouraged – very strongly – to attend this meeting as specific instructions will be reviewed for the wreath laying ceremony – the more that attend the more easily the program and ceremony will go.

## **6. General Meeting**

We will be having a General Membership meeting on Tuesday December 18<sup>th</sup> at the Fort Steakhouse in Fort Ripley at 1:00 pm. If anyone desires to have lunch they should arrive earlier and eat before the meeting.

The purpose of this meeting is to discuss the necessary purchase and upgrades to our computer system. Our current system needs critical upgrades and/ or new equipment to sustain our growth and increased data requirements. This will require a substantial investment and everyone is asked for their input.

The Bylaws for the WreathsForTheFallen.org may have to be amended and this will be very important.

## **7. Wreath Ceremony**

Mark your calendars and tell your friends and neighbors – the Annual Wreath Ceremony will be on Saturday December 15<sup>th</sup> 2018 at the Minnesota Veterans Cemetery's at Camp Ripley, MN. The new cemetery in Preston MN will also have their ceremony that day which they have their own volunteers placing those wreaths.

## **8. Closing Prayer**

Carl Bates closed with a prayer.

## **9. Adjournment**

Ron Robbins made a motion to adjourn the conference call meeting at 2:20pm. Jerry Ratcliff seconded the motion – everyone all in favor – meeting adjourned.

Minutes submitted by Carrie Johnson, Secretary

Minutes approved by: \_\_\_\_\_

John Thomas, President