

MINUTES OF THE MEETING OF THE
ADBC MEMORIAL SOCIETY BOARD OF DIRECTORS
HELD ON NOVEMBER 5, 2012

Board Members Present: Caroline Burkhart; Kristin Dahlstrom; Jim Erickson; Linda McDavitt; Patty Prickett; Judy Pruitt; and Joseph A. Vater, Jr.

Mr. Vater called the meeting to order.

Ms. Pruitt then presented the Treasurer's Report. As of November 5, 2012, the checking account balance is \$67,101.31. A CD in the amount of \$8,601.98 is maturing and another CD is to mature December 13, 2012. The balance of that CD is currently \$15,728.11. Ms. Pruitt also discussed the Syntrinsic investment account. It stands at \$11,881.20. She was reviewing with Syntrinsic the process of changing the name and establishing the bond account.

Ms. Pruitt then reviewed with the Board a proposed budget for the convention. If there are 150 registrants at \$45, 175 paid banquet attendees at \$40 and \$3,000 in silent auction, raffle and sponsorships, the organization should be close to a breakeven with projected expenses of \$16,750. Ms. Pruitt is to work on a budget for the organization for 2013. The Board directed Ms. Pruitt to have the CD that is maturing to be placed into the checking account.

The Board then discussed outstanding issues regarding the Norfolk convention. Fees for those registering prior to the convention is \$45 for members and \$70 for non-members. On site member registration will be \$65 and on site non-member registration will be \$85. The Board also discussed the General MacArthur Memorial/Norfolk Naval Base/City Tour which will be conducted. The cost for this is \$64. The banquet cost per person is \$40. The Board also discussed the silent auction and the necessity to have other individuals responsible for it. Ms. Pruitt was to contact a suggested individual to determine her willingness to be in charge of the

silent auction. Mr. Vater will contact individuals who reside in the Norfolk area to attempt to obtain sponsorships for the convention. He noted that local involvement is the primary way in which to successfully obtain sponsorships.

The Board discussed potential speakers for the banquet and the Mansell speaker. The Quan will contain information on how individuals can make proposals to participate in sessions. Ms. Burkhart discussed possibly having a breakfast at Bunny's for the former POWs and their spouses as well as any widows attending.

Ms. Pruitt reported that the contract for the 2014 convention is being reviewed by her and Mr. Vater.

Mr. Vater reported that articles must be in to The Quan by November 8, 2012, in order to be in the holiday edition. Mr. Vater indicated that he would work to ensure that all articles submitted by the Board would be included. Registration forms, membership information, information regarding the convention activities and requests for proposal for sessions were all extremely important items that should be in this holiday edition.

The Board discussed efforts to work to continue the POW friendship trips and expand those trips to widows, descendants and others. The Board reviewed a letter from Ms. Kotler indicating that a change in government in Japan might impact those trips. Mr. Vater indicated that he would attempt to work with Mr. Tenney to transition to the ADBC Memorial Society having a greater role in continuing these trips.

A motion was duly made, seconded and unanimously carried to adjourn.

Jim Erickson, Secretary