**2022 TREA NATIONAL AUXILIARY**

**ANNUAL MEMBERSHIP MEETING MINUTES**

**(In-Person and via ZOOM Teleconferencing)**

**Thursday; September 7, 2022 - Aurora, Colorado**

**CALL TO ORDER:** President Barbara Coley called the 2022 TREA National Auxiliary Annual Membership Meeting to order at 9:09 a.m. (MDT).

**INVOCATION/PLEDGE OF ALLEGIANCE:** President Coley opened the Bible, lit the candle, gave the opening prayer (reference Scripture Psalms 91), and lead the Board of Directors (BOD) and all members in unitedly reciting the Pledge of Allegiance.

|  |  |  |
| --- | --- | --- |
| President | Barbara Coley | Present |
| Vice-President | Audrey McCray | Present |
| Treasurer | Betty Love | Present |
| Secretary | Patricia Hopkins | Present |
| 2-Year Director & Chaplain | Annette Harris | Excused Absence |
| 2-Year Director | Nancy McBride | Present |
| Parliamentarian | Irmgard Cates | Present |
| Auxiliary Past National President | Pat Winds | Present |
|  |  |  |

**ROLL CALL OF BOARD OF DIRECTORS:** President Coley requested the Roll Call which was taken by Secretary Patricia Hopkins. The Roll Call was conducted and is recorded as follows:

President Coley introduced our guests and stated we will hear more from our guest-speakers further down our agenda. Our guests included: Past National President (PNP) Marie Smith, PNP Renee Keener (Chapter 39), President Coley asked both PNP’s to stand and be recognized, and Past National Auxiliary Treasurer, Sherry Eller (Chapter 113). Guest-Speakers, TREA National 1st Vice Deb Oelschig and AMS/CEO Mr. John May.

**ASSIGNMENT OF SARGEANT-AT-ARMS:** Parliamentarian Irmgard Cates, asked Past National Auxiliary Treasurer, Sherry Eller to serve as the meeting’s Sargent-At-Arms (Chapter 113), and she accepted.

**RULES OF CONDUCT:** The Rules of Conduct were called by President Coley, and she asked Parliamentarian, Irmgard Cates to read the rules of conduct. Parliamentarian Cates read the rules in their entirety, and they were posted on a shared screen.

**ADOPTION OF ANNUAL MEETING AGENDA:** President Coley invited the members to review the Annual Membership Meeting agenda at Tab-1 (5-minutes). A motion was made to accept the 2022 TREA National Auxiliary Meeting Agenda, with flexibilities by PNP Marie Smith and Seconded by PNP Renee Keener. The motion was carried.

**NATIONAL AUXILIARY PRESIDENT’S REPORT**: The President’s Report was posted on a shared screen and delivered by President Coley. This report was available for members to read at (Tab 3). The report served as evidentiary work and supported the many, major accomplishments made by President Coley and her 2020-2022 BOD-team.

**APPROVAL OF 2022/2021 MINUTES:** Items for consideration were presented by Secretary Hopkins. All members were provided copies of the following documents for membership approval: 2022 Mid-Term Meeting Minutes, 2021 Pre-Annual Membership Meeting Minutes, 2021 Annual Membership Meeting Minutes, and 2021 Post-Annual Membership Meeting Minutes. President Coley afforded the members (five-minutes) to review and consider the minutes before a vote or discussion (Tab 4). PNP Smith made a motion to accept all minutes as written with no further discussion. PNP Keener second the motion. The motion was carried.

**ANNOUNCEMENTS AND INTRODUCTION OF GUESTS:** President Coley extended “a very big thank you” to Chapter 3 for providing the breakfast refreshments, coordinating the lunch for today’s session, hosting the 2022 Annual Membership Meeting as well as the 50th Auxiliary Anniversary Banquet/Installation to be held this evening. President Coley stated that the agenda would be followed, however the timeline may be deviated slightly for breaks, a working lunch as we worked to complete the work of the membership, and for the results of the voting process and any additional elections that may need to be conducted. She wanted to get this all accomplished hopefully in 1 day. Everyone was reminded that the installation of new BOD officers would be made at the forthcoming banquet. President Coley introduced the first speaker for today; TREA National 1st Vice, Deb Oelschig.

**GUEST PRESENTATIONS:**

1. **UPDATE FROM TREA NATIONAL:** Was presented by TREA National 1st Vice, Deb Oelschig on behalf of TREA National President, Justin Jump, and the National BOD. She provided information on National topics, actions, issues and initiatives. The following topics and remarks were presented:
   1. Continued goal of having a positive relationship between TREA National and TREA National Auxiliary.
   2. The relationship would continue to assist in the areas of service, support, establishing needs, updating the website information, and resolving concerns and issues of the Auxiliary.
   3. TREA National’s 501.C-3 is now standing up and fully operational and has been successful so far. TREA created a new program from the 501.C-3 called TREA Gives Benevolent Program. Its purpose is to provide members suffering unfortunate circumstances and those in the most need with financial help.
   4. TREA is hoping to hold next year’s membership meeting in Las Vegas, NV in 2023, as this will be the TREA’s 60th Anniversary Year. TREA will be conducting a poll to confirm the number of members that will commit to being in attendance. This was presented in the August “VOICE” magazine. If there is not a large number to fray the cost/expenses for holding an “In-Person” meeting, the 2023 will likely be a “Virtual” one. TREA National has gone to electronic voting, this year’s election of officers will be indicative of the responses to address the expected changes and if the meeting for 2023 will be In-Person in Las Vegas, NV.
   5. TREA National, as with the Auxiliary, are struggling in the area of membership. They are looking for new ideas to grow the membership and gain working members. In this area TREA is hoping to grow and expand.
   6. The session was open to the forum for questions and discussion.

**BREAK AT 10:20 A.M. TO 10:40 A.M.**

1. **ANNUAL FINANCIAL REPORT (AMS MANAGEMENT):** Mr. John May, President/CEO AMS, was introduced to the members by President Coley. He presented his material to all in-person through a PowerPoint presentation-handout and for those attending via Zoom on a shared screen. He talked about declining membership, demographics, data base financial obligations and the National Auxiliary spending plan. Changes that are needed for the Auxiliary to follow in order to remain solvent. He also talked about the 12% royalty fee and the importance of it. Discussion comments, questions and Mr. May’s responses were exchanged with members throughout his presentation. Examples of questions include:
   1. Review of Mr. May’s handout materials focuses on revenue, what is the exact balance in the Auxiliary treasury? (*Madeline Hopkins, Chapter 3*).
   2. How is the Auxiliary accomplishing marketing for the organization? (*Reta Ward, Chapter 3*).
   3. How is information disseminated out to the membership, word of mouth, electronically? (*Reta Ward, Chapter 3*).
   4. What happens to inactive members and is there a renewal process to capture or bring them back? Are we marketing TREA at the VA? (*Madeline Hopkins, Chapter 3*).

\*\* Treasurer, Betty Love addressed many of the questions regarding new memberships, status of Members-At-Large versus Chapter memberships and pursuing members to “get involved” in initiatives, committee work and initiatives for/of Military families, widows, scholarships, and fund-raisers.

1. **REPORTS OF STANDING/SPECIAL COMMITTEES:** President Coley called for the reports of the standing committees. Reports were submitted prior to the Annual Membership Meeting being called to order; a synopsis of each report was provided by the responding chairperson. The reports were recorded as follows with discussion and approvals:
2. **Finance Committee/Budget Report:** Treasurer Betty Love presented the Treasurer Report that could be found at (Tab 5), of the handouts. After a brief update regarding the expense and agreement of the Royalty Fees assessed to the Auxiliary at 12% of the total charge to the National; she further stated that the Auxiliary would need to re-negotiate this expense and the cost of this service in the coming year. Another issue presented to the membership was regarding future consideration of marketing membership increased and fund-raising initiatives by the Auxiliary. Treasurer, Love made a motion to accept the report as written. The motion was seconded by PNP Marie Smith.
3. **Membership, Credentials/MALs/LIAISON:** The report was presented by Director, Nancy MacBride as submitted. During this reporting period Director, MacBride had coordinated membership information and statistics with AMS Membership Administrator, Ruthann Youngerman. Treasurer Betty Love worked with Director, MacBride to complete mailing of Chapter Rebate Checks. Six chapters received a rebate check. Total amount given out was $384.00. This was done in a timely manner. There were no credential actions to report for this 2022 Annual Membership Meeting session. (Tab 7).

\*\* President Coley reminded the membership that as the meeting continued, there would be a change in our meeting schedule. At this time, we awaited the delivery of lunch, that would now become a working-lunch.

**WORKING-LUNCH 1:15 p.m. to 1:45 p.m.**

1. **Bylaws and Standing Rules:** Parliamentarian Cates read her report in its entirety (Tab-8). There were 2 proposed Amendments to TREA National Standing Rules that were submitted. (1. Standing Rule 5, Standing And Special Committees, Section 2, Functions of Standing Committees, Subparagraph c, Finance Committee and (2. Standing Rule 7, Annual Membership Meeting and Special Sessions, refer to TREA National Auxiliary Standing Rules, Standing Rule 7, for complete text. President Coley read the results of the mail-in votes for proposed amendments to TREA National Auxiliary Standing Rules. The results were: (1. Standing Rule 5 Section 2 Subparagraph c: 157-agreed and 4-disagreed, and (2. Standing Rule 7: 156-agreed and 1 disagreed.
2. **Nominating Committee:** Director, MacBride reported the Call for Resumes for Election of TREA National Officers in 2022 were mailed on May 31, 2022. The letter was sent to TREA Auxiliary Chapter Presidents, PNP’s and BOD. She received three resumes. (1) for President, (1) for Vice-President, and (1) for Director. Mr. John May, AMS and staff will total the results from the mail-in voting, and give to President Coley, which will be presented at the 2022 Annual Membership Meeting (Tab 9).
3. **WEF/Benevolent Program:** The WEF/Benevolence Reports were presented by APNP Pat Winds. Her report included synopsis of three requests for a total amount of funding support of $6,157.00. She continued with update of achievements and account balances. The WEF/Benevolence report was disseminated and referenced at Tab-6. PNP Winds stated that she was making a recommendation that the WEF/Benevolence funds be moved to a separate account for easier and better accounting of those funds. It was noted by APNP Winds that the balance reported for WEF/Benevolence funds by Chairperson, Winds and Treasurer, Love was not the same. A lengthy discussion regarding the purpose of this action and if this would serve the Auxiliary in better or easier account tracking. Peggy Carlson, (Chapter 39), made a motion to table this issue until the BOD could consider and review the facts surrounding separating and creating multiple bank accounts. The motion was second by Rose Milon, (Chapter 3). The motion was carried to table this issue by a vote of 11 in favor and 7 against. The report was accepted with one change, to table the issue to sever the bank account from one-general to two with a separate account for WEF/Benevolence.

* WEF BALANCE as of August 1, 2022: **$109,419.97**

Money Market balance as of August 1, 2022, is $45,314.33

CD #01: $53,227.97 (matures on 3-31-2023)

CD #02: $10,877.67 (matures on 3-31-2023)

* PROJECTED BUDGET FOR 2023

Expenses:

WEF/Benev. Assistance: $10,000.00

POSTAGE: $ 30.00

SUPPLIES: $ 120.00

“VOICE”: $ 2,000.00 (approx.)

TOTAL PROJECTED BUDGET: **$12,150.00**

1. **Scholarship Program:** was presented by Vice-President, Audrey McCray per the disseminated report handout (Tab 10). Total amount allocated for the nine scholarship awardees was $15,000. Vice-President, McCray called for scholarship fund donations. Contributions received were accepted as follows:

|  |  |  |
| --- | --- | --- |
| President Ruby Smoots-Harris | Chapter 3 | $ 250.00 |
| President Sheldria (Dee) Wallace | Chapter 34 | $ 200.00 |
| President Helen Suggs | Chapter 39 | $ 500.00 |
| Sherry Eller | Chapter 113 | $ 100.00 |
| Secretary Patricia Hopkins | Auxiliary BOD | $ 50.00 |
| PNP Marie Smith (In memoriam  of husband George Smith) |  | $ 100.00 |
| Vice President Audrey McCray | Auxiliary BOD | $ 200.00 |
| Madeline Hopkins | Chapter 3 | $ 50.00 |
|  | **Total** | **$ 1,450.00** |

**BREAK & PHOTOS OF BOD AT 12:10 p.m. to 12:25 p.m.**\*\* Photos taken of attendees and the current members of the Auxiliary BOD will be provided to the BOD elect after installation.

1. **Chaplain:** Director/Chaplain, Annette Harris, was excused from this meeting due to personal commitments. Due to her absence, the Chaplain’s Report was presented in its entirety by President Coley. President Coley stated that Chaplain Harris wrote inspirational articles that were submitted and published in every quarter of the “Voice” magazine. They were always on time. She sent birthday cards, get well cards, sympathy cards and made phone calls for encouragement to many members. President Coley encouraged everyone to remember to keep the Chaplain informed of any concerns or commendable events across the chapters or membership. President Coley will do the Invocation and the closing prayer in Chaplain Harris’s absence. The report was available for review and reference at (Tab-11).
2. **TREA Annual Membership Meeting Planning Committee:** Neither President Coley nor Vice-President Audrey McCray were included in TREA’s 2021 Annual Membership Meeting in San Diego, CA, The Auxiliary decided not to attend, due to the COVID 19 Pandemic. TREA planned a meeting for 2022 in San Antonio, TX, that meeting was cancelled by their BOD. Instead, TREA will hold their 2022 meeting via Zoom Teleconference. The Auxiliary will await information and guidance regarding the 2023 Annual Membership Meeting being held in Las Vegas, NV, that will include celebrating the TREA National’s 60th anniversary celebration (Tab 11).
3. **Secretary’s Report:** report was presented by Secretary, Patricia Hopkins, available for review and reference at (Tab 11). She stated duties assigned, actions accomplished, coordinated efforts and assistance provided to the President and members of the Auxiliary BOD during the period from November 18, 2020, through September 1, 2022.
4. **Chapter Charter:** Secretary Hopkins has received no request for information on forming an Auxiliary chapter. (Tab 11).
5. **Chapter Report:** Presented by Secretary, Patricia Hopkins (Tab-11) Current Chapters with rosters: Chapter 3, Chapter 9, Chapter 20, Chapter 29, Chapter 34, Chapter 39, Chapter 64, Chapter 98, and Chapter 113. Three Chapters dissolved, and became inactive, Chapter 1, 38 and Chapter 80.
6. **Auxiliary News Coordinator:** Presented by President Coley as submitted and available for review and reference at (Tab 11). President Coley continued to submit articles that informed, highlight activities and events across the membership and provided positive insight to the membership through the publication on such topics as the Auxiliary Scholarship program, WEF/Benevolent Program and the Chaplain’s message. The “Voice.” Articles were submitted quarterly and on time.
7. **APNPC Awards Program:** APNP Patricia Winds, stated there was no action for this program item, and no report submitted. Due to the COVID 19 Pandemic, since 2020, there has been no awards activity completed.
8. **Special Planning Committee:** Chairperson, Winds provided an outstanding update on the results of the 50th TREA National Auxiliary Banquet/Installation scheduled for 7:00 P.M. Her committee has a wonderful banquet planned that will have presentations, an awesome menu, gifts, prizes and for the installation of officers our own PNP Marie Smith will be facilitating.
9. **Remembering Past National Presidents:** President Coley informed the membership that there were two PNPs who had passed away since our last Annual Membership Meeting in 2021. Those we recognized were: PNP Marie Peterson, served (1995-1997) and PNP Linda Bogart, served (2003-2005). Additionally, she recognized the passing of TREA National PNP George Smith husband of PNP Marie Smith. There were memorable comments from those in attendance who knew and served with our PNP’s. Concluding remarks were provided by President Coley.

**OLD/UNFINISHED BUSINESS:** None.

**NEW BUSINESS:** Presented by President Coley.

1. **Results of Voting and Elections:** President Coley opened the envelope with the election results and calculations compiled by AMS Services, Mr. John May and staff and stated the results of the elections. Results of elected members of the Auxiliary BOD are as follows:
   * + President Elect, Audrey McCray (164 votes unanimously for)
     + Vice-President Elect, Nancy MacBride (161votes unanimously for)
     + Candidate Gwen Skillings was disqualified as candidate for Director due to lack of knowledge and the inability to electronically communicate with Auxiliary BOD, other businesses/entities, TREA, and the membership. This vacancy was opened for nominations from the floor.
2. **Election of Vacant Positions/Nominations from the Floor:** Vice-President Elect Nancy MacBride facilitated nominations and the voting to fill one vacant position for Treasurer and for three vacant positions for Director.
   * + Peggy Carlson (Chapter 39) was nominated from the floor for the position of Treasurer by President Elect, McCray. Peggy Carlson accepted the nomination. Vice-President Elect MacBride called for any further nominations, three times and the nominations were closed. The members unanimously elected for Treasurer, Peggy Carlson.
     + Rose Milon (Chapter 3) was nominated from the floor for a position of Director by APNP Winds and accepted the nomination. Reta Ward (Chapter 3) was nominated from the floor for a position of Director by President Elect McCray and accepted the nomination. Sheldria (Dee) Wallace (Chapter 34) was nominated from the floor for a position of Director by APNP Winds and accepted the nomination. With no further nominations, Vice-President elect MacBride called for any further nominations three times and closed the nominations. The three nominated members were elected to the three vacant, respective positions of Director: Rose Milon, Reta Ward, and Sheldria Wallace.
     + President Elect McCray appointed Laura Blake, (Chapter 3), to the position of Secretary. The position of Parliamentarian, President Elect McCray appointed Reta Ward, (Chapter 3).

With nothing further, the election of Auxiliary BOD members was closed. President Coley reviewed and congratulated all the 2022-2024 elected and appointed Auxiliary BOD members. Each newly elected BOD member and appointed BOD member was given time for a quick acceptance speech.

1. **Initiatives, Considerations and Review Actions:** President Coley provided an overview of initiatives and actions that would need to be considered and/or finalized by the new Auxiliary Board. A brief overview included the following:
   * AMS, John May will send the BOD an old publication of the “Voicette” for review and consideration of changing Auxiliary articles from the “Voice” to a new less costly publication.
   * Recommendation by Treasurer Betty Love to be a non-profit benefactor by joining and becoming one of “Amazon Smile” charitable organizations. This would bring in additional revenue to the Auxiliary.
   * President Coley encouraged everyone to support the new board and work on expanding TREA Auxiliary membership.
   * The Auxiliary consideration and research adding/changing/expanding to a 501.C-3, Non-Profit designation. This will require additional research and working with Mr. John May, AMS.
   * Clarification of Mr. John May informing the Auxiliary of his position as Auxiliary Executive Administrator as supposedly outline in an agreement issued in 2014.
   * President Coley received a letter to the Auxiliary BOD and the 2022 Annual Membership Meeting from PNP Flo Fillipi who served from (1991-1994). The complimentary letter was read in its entirety, as requested. The letter was submitted to the BOD “To-file.”

**GOOD OF THE ORDER:** President Coley again extended remarks of “Thank You” to Chapter 3 for hosting the 2022 Annual Membership Meeting and the 50th Auxiliary Anniversary Banquet/Installation, to her BOD, the members in attendance to the 2022 Annual Membership Meeting as well as those members who remained connected on the Zoom-Teleconference, and as importantly to APNP Winds for her and her committee’s hard-work to facilitate this evening’s 50th Anniversary Banquet/Installation.

**CLOSING REMARKS:** Appreciation and accolades were expressed by various BOD members and Auxiliary members in attendance!

**CLOSING PRAYER:** was offered by President Coley with the closing of the Bible and extinguishing of the candle.

**ADJOURNMENT:**  With no further business or discussion, President Coley closed the 2022 TREA Auxiliary Annual Membership Meeting at 2:49 P.M.; in Aurora, CO (MDT). The next scheduled meeting for the TREA National Auxiliary will be the Post-Meeting immediately following, called by President Elect McCray.

Respectfully submitted, Secretary Patricia Hopkins  
As of: September 17, 2022

File Documents:

1. Sign-in Sheet for 2022 Annual Member Meeting attendees
2. PNP Fillipi letter to 2022 Auxiliary BOD & Annual Membership Meeting attendees
3. Copy of 60th TREA Auxiliary Anniversary Banquet/Installation Program
4. Biographies for all newly elected & appointed BOD (To be submitted)
5. White Paper submitted by AMS, Mr. John May
6. Final 2022 Treasurer’s Report and Budget Proposal for 2023
7. President McCray Post-Auxiliary Membership Meeting sign-in sheet