



US NAVY LEAGUE PALM BEACH COUNCIL Meeting Minutes



March 14, 2017 11:30-13:00

Please see p. 4 for Ken Lee comments of 2 April

Board Members – Present(19):

Anita Manuel	Deirdre Krause	Ken Lee	Sonia Foster
Catherine Brister	Helen Hull Flanigan	Lou Palumbo	Stan Shanck
Chuck Stark	Irwin Edenzon	MaryBelle Knight	Steve Wiggins
	John Lively	Peter Petrelis	Sue Comerford
Dan Pedrick		Phil Dunne	Gregory Hopkins
Diana Paxton	Patricia Reybold		

Board Members – absent (8):

Reid Moore JR	Nancy Fish
Jim Wells	Merry O’Donnel
Jerry Nelinson	

THIS CAN'T WORK
Mar 14 – Draft minutes sent for comment
Mar 16 – Sent comments
Apr 2 9:17am – Draft minutes for comments (my comments of 3/16 not incorporated re: financials and \$300 petty cash)
Apr 2 10:21 – Sent comments again
Apr 2 10:17 – Another draft came marked Final Draft while I was responding to the 9:17 draft
Apr 2 10:31 - March Minutes Final received
Still no incorporation of my comments
And no final minutes received from DK after March meeting

Others Present – (1):

Heather Alkire Webmaster and Cindy Saulog

Meeting opens;

Board Meeting was called to order at noon at BISTRO in Marriott WPB, by our president, Sonia Foster. The agenda along with motions were sent by email to the board members and copies were available at the meeting. Financial circulated and available for review prior to meeting.

- o Pledge of Allegiance was led by Cindy Saulog.

President’s Remarks – Sonia Foster

- o President introduced Cindy Saulog and thanked Cindy for her 3 preceding years as Council Secretary. Cindy submitted letter of resignation due to family obligations. President offered a Directorship to Cindy at this time and she will consider it in the future. President fully supports Cindy’s decision. President Foster gave the BOD and Officers an opportunity to than Cindy Saulog for her service over the last 3 years as Secretary. Cindy thanked the

board for the opportunity, and expressed how much what our Council does effects our youth in a positive way, the youth are grateful. Philip Dunmire stated that 3 years ago when we really needed a secretary Cindy stepped up and thanked her very much. Other BOD members thanked Cindy and all gave a round of applause to Cindy.

- President appointed Helen Hull Flanigan as interim Council Secretary but requested before we continue she would like a formal motion to elect Helen Hull Flanigan as Palm Beach Council Secretary. Motion made by Sumner Hushing any discussion none Seconded by Catherine Brister all in favor none opposed and none abstain. Motion carried unanimously. President congratulated Helen Hull on her newly elected position as Council Secretary. President remarked we will all pitch in to assist. President asked new Secretary if there was a Quorum she and VP Stated Yes.
- President Foster introduced Heather Alkire to the BOD as newly appointed Webmaster for the Council. President mentioned and thanked Heather for being the Guest Speaker at the National Croquet Center at this past weeks Membership Luncheon.
- President mentioned that without a Secretary its difficult to disseminate information quickly and apologizes for the delays. Foster explains the delays with Philippines web master with receiving and disseminating information due to time zones and new updating to their site. Without ability to communicate in same time zone makes it difficult to post new items in a timely fashion. The site is out dated. It has some new postings Foster requests BOD and Council to be patient during the transition for Appointee Heather Alkire Webmaster. Heather has added to Facebook link and started to use twitter account all available on the website.
- President mentions now with a full working Board things are expected to run smoother.
- President briefly mentioned issues during absence of Secretary Saulog for conducting business with correspondence and inability to update financial accounts. With the exception of PO Box was able to add new President since Norm Daley passed away and Treasurer was on the account, The P.O. accepted the Registration data for 2017 BOD President.
- Sea Power magazine showed PBC with an article and picture of Peter Petrelis, President Foster and the two youths recipients of the Science and Engineering Award. The Award is sponsored by Council from the late CDR Keith Ullmans family. President Foster mentioned this could be used as a good marketing tool for Peter to use as VP Development. She thanked the Council Judges that assisted in the selection process. Peter stated he felt Ken Lee should be in the picture since he was the presenter and judge for Science Fair.
- Sonia discussed outstanding bill for 2016 for website that is being maintained from the Philippines that she discovered Council was never billed in 2016 as per Ken Lee. Ken replied that it was paid in 2014 and 2015 there is a question about the 2016 bill. Anita made aware of outstanding bill.
- President announced Colonel James Wells received Hall of Fame award during the National Croquet Center luncheon to recognize his WWII service, lifetime achievements and tireless work with our BOD and Council throughout the years. Chuck Stark gave remarks followed by Colonel Wells thanking the Board and mentioned his surprise.
- Deborah Ullman contributed \$500 this year for Science fair award in honor of the late Commander Keith Ullman. Sonia sent in \$100 toward that Award in his honor.

- Commander NOSC contacted President Foster regarding issues with one of the Sea Cadet Units Leadership regarding issues. There was a 3 star visiting and Marines are using the space due to increases in personnel with POTUS. He mentioned PII needs to be locked in cabinet not just in a file cabinet in locked room. They need to clean up and remove food items from the room. Neaten storage items left laying around. He fully supportive of the Sea Cadets, but needs to resolve these issues. Navy Accountability is his responsibility and he will continue to provide opportunities for the Sea Cadets<NJROTC, and YM. He appreciates all we do for them but had issues with Leadership to ensure Sea Cadets are following Federal regulations while on base or using base. He continues to provide yard space for 2 trailers and a vehicle. President stated she contacted Dan Pedrick and he will handle all issues arising at the NOSC. Nancy Fish was made aware.
- Dan stated he has things under control and the NOSC has the final word on things.
- Motion to floor to accept the minutes for January and February. Motion made by Catherine Brister, discussion Ken Lee stated he did not receive financials and asked where are the items in blue he highlighted. President asked VP Krause if changes were incorporated. She said yes they were mostly typos and name corrections. President stated to Ken the Agenda items were in but corrected but minutes were as written not as his cut and paste. Ken asked why BOD did not receive. VP step they were sent out. President stated she would look to see if oversight but reviewed and did ask Ken to bring his changes for correction to BOD meeting today. Ken did not recall that. Ken asks to have his comments incorporated in the minutes. Deirdre said they were incorporated. Sumner Hushing has seconded. All in favor. Two abstained Ken Lee and Lou Palumbo. Motion carried. Ken wants to see the new comments. Deirdre will send them out again.
- NOSC and CG agree to Wall of Fame plaques.
- Regional Meeting March 17-18 at FT Lauderdale Marriott.

Treasurer: Anita Manuel

- The February financial Anita brought a hard copy and the emails were sent out electronically and Ken is asking for them again he did not see them and has comments.
- Treasurer Report by Anita. Sonia and Anita did go to the bank. The bank did rescinded Debit Cards for Sue Comerford, Jeanne Eric Rydstrom, and Ken Lee. With the updated documents of the new Secretary Anita Manuel will be able to get Sonia Foster President on the account. All VP's and Liaisons that need money are to make timely requests from Anita Manuel Treasurer before BOD meeting so she can cut the check ahead of time or when necessary it will be filled out after the meeting then photocopied and handed to you for covered expenditures, Awards, MWR, scholarships, Gift Cards ect. This is to make sure the units can run smoothly and so burdens on one person are reduced. If anyone needs money please let Anita know ahead of time. She will get them the money to you or you can make arrangements for meeting or pick up.
- Financial Ad Hoc committee met last month and teleconferenced Feb 20 2017. They are presenting 2 motions to the Board: Catherine Brister Financial Ad Hoc Chairperson.
- **1) Motion: Presidents expenses as related to Palm Beach Council and when representing Palm Beach Council or Business related to Palm Beach Council be reimbursed.**
- Motion presented and motion by Anita Manuel for all Presidents expenses as related to Palm Beach Council and when representing Palm Beach Council or business related to Palm Beach Council be reimbursed. DISCUSSION:

Ken Lee commented that he was not ever reimbursed for expenses including traveling to sites. Philip Dunmire Past National President commented that he has not been reimbursed for hotel stays or travel in his 30 years with Navy League. Sonia states she is attending the National Convention for NLUS in Milwaukee Wisconsin. It is not a request for endless spending because she states she is frugal. Sonia states she has not taken money any Presidential reimbursements except for BOD Council transition gift to IPP and for very little of that expense for meeting and luncheon. Stating She is not an excessive spender. Deirdre commented that from a nursing perspective from when working on the American Nursing Association these expenses were normally reimbursed. Phillip is saying that going to the National Meeting is not a part of what the Council's goals are and does not want to spend the Council's money on something that is not in alignment with the goals. Anita commented that she is concerned that our committee will not have a voice at National votes. Irwin suggested creating a proposal that says here are the events that the President should take a part of and here is the budget. This will create a spending cap. This will table the current motion and once the proposal is completed we can make a motion and take a vote on that. Anita would like to speak to that recommendation and Sonia is stating that she is in agreement and then went on to discuss that National is a good place to rejuvenate our mission. Ken asked what other Area and Regional councils doing. Sonia has spoken to Lynn and is attending the regional meeting being held in Fort Lauderdale. She is attending on behalf of our Council and has a vote. She is also attending the strategic planning meeting and will have input and can bring back information to our Council. She has paid out of pocket for that regional meeting and has not paid for a hotel due to not wanting to waste her money that can be used elsewhere. She recommends Peter Petrelis be there but he cannot attend. President Foster states that this is not for her Presidency but for the future Presidents that might not have the opportunities that many PBCP have. It is an incentive for future Presidents. It's not for every item or for wastefulness but to promote vertically up and down the dissemination of information from National to Region/Area and Local Councils and back up the chain. It energizes the membership and encourages upward movement. National reports the Navy League of the US is shrinking due to attrition. The opportunities to meet and greet are great for bringing people into the Navy League not just our Council. Without promotion it will be a dying breed.

- Motion to table and think about this, create a proposal and talk about it under old business next month. Anita would like to amend the motion to have it based on budget not open ended. President agrees budget is necessary. Phillip brought up that Sonia would like to table the motion. President requests BOD and Officers to write their recommendations and forward to Anita and Sonia. Sumner would like to know how much we are talking about. He strongly supports the Presidents reimbursement with a budget. Sonia stated that council Presidents should train up and down and want to continue to progress upward. Also, that our voice is brought to National. National Convention is at the Hyatt in WI. Sonia recommends a separate motion related to National Convention to fund airfare, hotel, transportation one meal, and registration. Not fun spending. Does anyone want to make a motion for spending for the National trip. Phillip commented to table and move on. Sonia, Anita, everyone in favor of tabling.
- **2) Motion: Make available \$300.00 Petty Cash for Awards Program Appointee, currently Ken Lee makes the awards. It can be used for ink, paper, and misc. items required to prepare awards. This will be replenished as needed and reimbursed with receipts.**
- Motion made by Catherine Discussion **Ken said he did not wish to receive the \$300 petty cash advance and would just submit receipts for reimbursement after incurring miscellaneous award expenses.** Ken refuses to be reimbursed and chooses not to be reimbursed or in favor of Petty cash motion for Awards Program Appointee. President reminds BOD that this is not just for Ken it's for whoever does this position No further discussion. Motion seconded by Phil Dunmire to approve awards program appointee (currently Ken Lee) advancement for \$300

Petty cash and be replenished when receipts are produced. Ken agreed to bring receipts and be reimbursed. Ken does not want to ask for reimbursement \$300 petty cash Awards reimbursement. All are in favor except Ken opposed. None abstain Motion Carried.

- The person still has to get receipts. Sonia stated that this is a line item needed to create the budget.
- Anita kept record of Habicht memorial. Received \$2500.
- Anita contacted Eric Rydstrom IP Treasurer regarding past Audits. He replied back that audit has never been done. Both Ken and Eric stated no Audit done in the past or in their tenure. There has never been an annual report for annual budget. CPAs could be costly from \$7000 - \$15000 as per Anita. Ken stated that is why he never did one. Anita and Financial Ad Hoc Committee recommend an Audit be done. Anita states no one can do this until after April 15th. Ken would like to discuss creating an internal audit guide. Anita opposes an internal audit. She says she can look into a review which is much cheaper than an audit. Anita will check into Independent Audit VS Independent Review. To report back.
- Navy Birthday Ball plans in place but can't meet with Beach Club to solidify dates until after Easter. The beach club is busy.
- Report on luncheons and what we made and what we lost. Chesterfield Luncheon 1800 in 2697.80 out (-) 897.
- Sandpiper in see report + 184
- Navy League Palm Beach Council. Needs to have Palm Beach Council on checks. Or PBC. Summer stated that NLUS-PBC should be on the checks works!

Catherine Brister report finished. Anita reported that the Plaques will be paid directly to company.

Vice President's Reports

Judge Advocate – Reid Moore

President Foster contacted re Sea Cadet Audit / Budget for guidance no response yet. President signed with disclaimer SCC Palm Beach Audit/ Budget 2016 that was not actual. Deadline was March 12, 2017. Ken Lee commented Sea Cadets did not have receipts. This Audit/Budget received from SCC Palm Beach LTJG Frank Verna to President for her signature was completed March 11, 2017 by current President with disclaimer in remarks section for that units inspection sent to BOD and Officers. Ken Lee commented Sea Cadets didn't have all bank statements due to Previous CO being discharged for financial mismanagement, so report 2016 included estimates, Ken Lee agreed with Presidents disclaimer being appropriate due to the circumstances.

VP Youth – Nancy Fish Report emailed this morning.

USNSCC Palm Beach Division CO, Frank Verna, sent request for bus transportation from Key West to Palm Beach quote for \$1565 for Sea Cadets for a training day . He obtained quote in Dec and only just submitted in March for our March Meeting. CP requested timely requests for the future. Nancy Fish requests that we consider \$500.00 toward this as they have other funds. Motion to pay \$500 requested for March 19th transportation from Key West to Palm Beach to help offset the Sea Cadet unit and not penalize unit for untimely request. Motion made by Anita Manuel discussion to fund only partial 500.00 VP of Youth Requested. 2nd by Sumner Hushing. All in favor. None oppose none abstain. Motion carried unanimously.

Young Marines requesting transportation monies for their Washington D.C. Trip. Nancy did not want to fund the whole \$6000 for trip to DC. Nancy suggested \$3,000 - \$3500. She stated to President its equivalent to going on a cruise. It's a fun trip and would like for other units to do this. Motion out to have some of their expenses paid. Ken would like to know what you have provided in the past. Sonia said she wasn't certain but in the past Nancy Fish said that we have paid \$2800 – 3000. Then stated that the specific amounts are in the previous months report. Ken Lee agreed seeing it. Anita motioned \$3,000 for Washington D.C. transportation for Young Marines trip in April. Discussion none other than Kens comments above and thought range appropriate. More children attending this year. Sumner Hushing seconds the motion. Unanimously carried. None oppose, none abstain.

Youth Appreciation date has been changed from April 15th of April to 29th. Cindy Townsend is happy about the change. Sonia is asking for more sponsors. This year we have 16 youth being honored. Sumner, Anita, Helen, Catherine, Ken and Sonia volunteered to be a sponsor. Please give donation to Anita or mail into PO Box. Pay Pal takes a fee.

VP Maritime Affairs – Ken Lee

Ken has nothing to report.

NOSC Liason: Dan Pedrick

NOSC reinforced the command structure between the NOSC and Sea Cadets.

AUTEC Liason: Lou Palumbo

AUTEC tomorrow at 0700 Phil is giving awards. Sailor of the Quarter Awards.

USCG Liaison - Deirdre Krause

SLWI Deirdre is new SLWI Liaison She and Council President presented Guardian of the Year Palque with 200.00 cash to Awardee. \$150 Walmart gift card for MWR presented to USCG SLWI for Xbox games.

Council President presented Gimbal Clock to Chief Parker. And exchanged Challenge coin with BOSN 4 Gibson.

VP Development: Peter Petrelis

Waiting for guidance for forms. Norm Daly Awards Scholarship inputs are due on the 31st of March. Seeking assistance with going over scholarships.

Sea Cadets Presentation on Merchant Marines by Peter Petrelis on March 12 at SLWI went well. There were 59 attendees. He was impressed with Frank Verna, NSCC Palm Beach and staff. Great Job!

VP Legislative Affairs: Bill Waylett

Not present – Peter mentioned he spoke on the Legislative Affairs to friend from Washington and will attend meeting with Brian Mast April 7th. He contacted the Merchant Marines in Washington D.C. regarding the meeting. Sonia stated all must RSVP to attend and Ken said 8 people could attend. We currently have Ken, Peter, Lou, Sonia, Bill, Charlie Robinson, Lynn Atkinson, John Vargo. If neither of them go who will the other 2 people go? Hopefully April 7th RSVP sent to Bill. Sonia stated the meeting is 9am in his Stuart Office in Jupiter. She held up report Ken put together from 2016. Ken created a write up and sent Bill Waylett for this meeting.

Ken Lee Liaison for Navy Seal Evening of Tribute. We have 34 cadets supporting it. Catherine and Jerry sent \$1500 to attend ,Confirmation received by Ken Lee. Stan asked if the Youth receive funding for participating. The first 2 events resulted in \$49,000 to PBC according to Ken Lee. Phill mentioned that in years past the Council has received monies for our participation. We will not know until afterwards if we will receive anything. Ken mentioned they receive meals in another room.

VP Membership: Steve Wiggins

Left early but gave president report - NOV membership closed with 220 members.

Feb 8 new members

Membership report ending **Feb 234** members.

New members mentioned. Name tags distributed at last weeks luncheon for those present.

Petagy Allem Steve Ferber, Michael Hurst, William Kraus, William Missimer, Carl Pompeii, Ronald Rising, and Matt Straub.

VP Programs: Sue Comerford Croquet Center has additional charge \$300 for next year. Sailfish Club offered to do events/lunches, dinners. They can do a BBQ on the lawn or provide a room for us. **New Business**

Nancy Fish reports VBOB luncheon will be April 23 at 11:30 at the Airport Hilton and the Young Marines will be doing the Color Guard. Invitations sent to BOB Committee.

Date change May 9 BOD meeting changed to May 10 at PGA Luncheon location. Please arrive 1/2 hour before regularly scheduled luncheon at PGA on May 10. Ken mentioned that there may be no area to meet. Last time they were not set up on time. Discussion President states she will have Sue look into an area.

Motion to adjourn made by Sonia

Irwin asked if he could ask questions – wanted to propose that there be a budget made since there was board business asking for donations and there is no budget in place. President states that was business discussed earlier in the interest of time we need to finish, we are running late and that Phil Dunmire mentioned 3 times during meeting to move along we need to be out by 1pm.

Irwin continued and left just moments before adjournment.

Meeting Adjourned by President 1:15PM.