

KENYON P. ANDERSON Chapter of AUSN

FM: MICHAEL NIBLACK, CHAPTER SECRETARY
TO: CHAPTER PRESIDENT, MR. WALLIS
SUBJ: DRAFT MINUTES FROM CHAPTER MEETING HELD 30NOV16

TIME: 1830

DATE: NOVEMBER 30, 2016

PLACE: AUSN HEADQUARTERS, 1619 KING ST., ALEXANDRIA, VA 22314

Note: The meeting generally followed the standard Chapter meeting agenda format provided in enclosure #1

Note #2: Members were present via PhoneCon.

1. Meeting called to order by Chapter President Anthony Wallis at 1830
2. The Chapter Leadership determined that there was a sufficient number of qualified members present and via phone to conduct an official Chapter meeting. The Pledge of Allegiance was led by President Anthony Wallis and the opening prayer was provided by Michael Niblack.
3. Copies of the draft meeting minutes from the 27Oct16 Chapter meeting were provided and read.
 - The requested changes were noted and will be included in the final update.
 - A request from the Chair was made to approve the draft minutes as amended.
 - The minutes were accepted as amended and approved by the assembled members by a unanimous voice vote. Motion: Michael Little, Second: Dick Eimas.

4. The Chapter Treasure, Martin Menez, safely home from his adventure in Spain, providing the Treasure's Report. Official status of the Chapter's financial condition:
 - Balance as of this date: \$5,0823.57 with projected outstanding liabilities of a few hundred dollars including the final payment for the Chapter Plank Owner certificates and the Chapter's 50% share of the December 7th Pearl Harbor Day wreath laying event.
 - Records show that 6 Chapter members have yet to pay their 2016 dues. Including those yet to be collected dues / monies the Chapter is running a balance below its initial startup balance when the Chapter received the check from AUSN HQ from the previous Chapter's close out process.
 - There was a discussion covering cash flow the need for finalizing the Chapter's 2017 budget and projected activities and fund raising events to include required investment verses projected income.
 - The Chapter Treasurer reiterated his previous recommendation to work toward keeping a \$6000.00 balance in the Chapter's coffers.

Note from the Secretary: an will be presented to the Treasurer next month upon his return, so a checked can be issued. Enclosure #2.
 - There was a single bill / receipt presented for payment by Secretary Michael Niblack for \$67.75, the outstanding balance of \$67.75, the final expense from the Plank Owner's order.
 - The Chapter Treasurer's financial report was accepted and approved by the assembled members by a unanimous voice vote. Motion: Mike Little, Second: Dick Eimas.

5. Correspondence: The Chapter President stated he had received information from the AUSN Washington / Maryland / Virginia / O-Conus (WMVO) DC Regional President CMDCM Jerry Featherstone, USN (Ret) relaying that he

was in possession of 20 each \$50.00 gift cards. These will be presented to MCPON Giordano for distribution to sailors in the region for the holidays. Date and time of the meeting TBD. Results to be reported on at the next Chapter meeting.

- Included in these October minutes are the two items of correspondence supplied by the Chapter President from September. Enclosure #3 contains details about the Chapter's support for the Zumwalt commissioning ceremony. Enclosure #4 is an e-mail to / from the MCPON office dealing with the Chapter for the Plank Owners Certificate.

6. Committee Reports:

- Finance Committee: The developing 'Investment Policy' is in final draft and will be ready for presentation at the January 2017 Chapter meeting for consideration and implementation.
- Audit Committee: A meeting will called to perform a close out audit supporting / preparing for the Chapter leadership transition to the new team taking the helm in January 2017.

7. Old Business:

- The President stated that he will be arranging for delivery of the few remaining Chapter member Plank Owner certificates by connecting with those members and arranging for the best path to complete the distribution.
- Old business was closed.

8. New Business:

- The Chapter's support for the Wreaths Across America program participation details was provided by the President. Date: 17Dec16, Time: 1100, Location: Alexandria National Cemetery 1450 Wilkes St. Alexandria VA 22314. See enclosure #2 for the flyer.
 - The president offered to provide to provide free parking passes to any Chapter member attend the Naval Order Pearl Harbor Remembrance dinner on Sunday December 4th.

- The Chapter Theme for 2017 needs to be developed to help support the development of the Chapter's focus in developing the program and events.

- Chapter Elections
The following Chapter Officer positions will be filled in this election process:
 - President
 - Vice-President
 - Treasure
 - Secretary

- Proposed Slate for the 2017 / 2018 Chapter Officer Positions:
 - President - Michael Little
 - Vice-President - Brian Bauman
 - Treasure - Martin Menez (volunteering to continue for a second 2 year term)
 - Secretary - Anthony Wallis (Tony)

- After a short discussion the president requested a call for the vote. A motion was made to accept the proposed slate as presented by acclamation as allowed for in the Chapter By-Laws.
- The motion was accepted and approved by the assembled members by a unanimous voice vote. Motion: Dick Eimas, Second: Marybeth Laymen

- Use of the title “Executive Committee” and the members of that Committee:
 - A discussion was held about the existence, membership and purpose of the Executive Committee, or “ExCom.”
 - The main topic surrounded the possible need to create words to be added to the bylaws that defines the membership, purpose and authority / limits of authority of standing Executive Committee. It was decided not to have a standing committee of that name or composition. If need be officers could be convened without it.

- A Chapter check, #5034, for \$250.00 written to AUSN HQ to support the annual AUSN member and business meeting was returned to the Chapter and after a discussion was held a motion was to made to void the check.
- The motion was accepted and approved by the assembled members by a unanimous voice vote. Motion: Mike Little, Second: Marybeth Laymen.

- New Business Closed.

8. The Good of the Order:

- Chapter president Anthony Wallis thanked all the assembled Chapter members, both present and on the phone for their participation and congratulated the newly elected Chapter leadership.

9. A closing prayer was provided by Michael Niblack.

10. The Chapter president thanked all attending and the meeting was adjourned.

Respectfully Submitted for review, amendments and approval.

v/r

Michael Niblack

Secretary, Kenyon P. Anderson DC Area Chapter of the Association of the
United States Navy

Enclosure #1:

**LT KENYON ANDERSON
AUSN DC CHAPTER**

ORDER OF BUSINESS:

1. OPENING OF CHAPTER

a. PLEDGE (PRESIDENT)

b. PRAYER (CHAPLAIN)

2. MUSTER OF MEMBERS & INTRODUCTION OF GUESTS
(VICE PRESIDENT)

ADDED: SELECTION OF CHAPTER CHAPLIN

3. MINUTES OF LAST STATED MEETING (SECRETARY)

4. FINANCIAL REPORT (TREASURER)

5. PRESENTATION OF ANY BILLS (SECRETARY)

6. CORRESPONDENCE (SECRETARY)

7. COMMITTEE REPORTS

8. OLD BUSINESS (SECRETARY)

9. NEW BUSINESS (ALL HANDS)

10. NAVY EDUCATION OR INFORMATIONAL PROGRAM

11. MEMORIALS AND CLOSING PRAYER (CHAPLAIN)

12. MEETING ADJOURNED

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We'll send a confirmation email to niblack@allowus.com.

Enclosure #3:

From: **Anthony Wallis** wallis.anthony@gmail.com AW
Subject: **URGENT: Zumwalt Commissioning Volunteer Details**
Date: **October 12, 2016 at 8:02 PM**
To: **Michael Hryshchyshyn** hrymm2000@yahoo.com, **William Steagall** wsteagall@aol.com, **Thompson, Alonso O CDR NR CNO-N1 Navy Total Force** alonso.thompson@navy.mil, **Gregory & Christine Adinolfi** adinolfi@verizon.net, **Patrick Myers** pcmyers91@gmail.com, **jomyers@absconsulting.com**, **David Heyl** DHeyl@pd-sys.net
Cc: **Dale USNAB0 Lumme** kid.lumme@1980.usna.com, **Brian Bauman** brian.bauman@ausn.org, **Garry Hall** garry.hall@ausn.org, **MMenez1981@Kellogg.Northwestern.edu** MMenez1981@kellogg.northwestern.edu, **Michael Nblack** nblack@allowus.com

Good Evening AUSN DC Chapter Volunteers,

First, thank you for your volunteerism and your patience awaiting details for the USS Zumwalt Commissioning Ceremony.

WHAT: Parking Lot Assistance for USS Zumwalt Commissioning at Port Covington, Baltimore
DIRECTIONS: <http://usszumwalt.org/parking/>
WHERE: 2601 Port Covington Drive, Baltimore, MD 21230 (Delta Lot), see map attachment
WHEN: No Later Than 1130 arrival at Delta Parking Lot, 1600 Shuttle to Security, 1700 Event begins, 1830-1900 anticipated event end
PARKING: Volunteers are to park at the Delta Parking Lot (give your name and say you are a Lot volunteer) and to meet at 1130 at the main Delta Lot entrance (Echo Lot assigned volunteers should probably opt to park there as it is furthest away- just say you are a lot volunteer when you pull in and give your name).
TICKETS: I will be getting the tickets in the mail either Thursday or Friday this week and will hand out to our Volunteer Team in the Delta Parking Lot main entrance at 1130. Echo lot volunteers, I'll get your tickets to you at Echo later in the afternoon.
FOOD & BEVERAGE: Sub Sandwiches, Chips and Beverages will be provided at each of the lots for volunteers. However, feel free to bring a water bottle and/or snacks as well
EVENT DETAILS: Guests will be arriving as early as noon. At the lots, shuttle buses will take guests to the Security Processing Tent (see map attachment). If you wish to attend the event, please plan to board your shuttle buses at your Lots no later than 1600 to get through security for the event.
ATTIRE: I've been told, business casual or wear what is most appropriate. It's supposed to be high 80's, low 70's, so dress comfortable. Sun will set around 1830, so be prepared as the temperature cools down. Jeans I imagine are okay as long as they are not ripped or frayed. Slacks, polo shirts, button down shirts, wind breaker jackets... i.e. up to your best judgement. Formal business attire may be too much as the VIP's will be in business attire and given the work we will be doing, a suit and tie may be damaged. Overall, dress appropriately and comfortably. The most important thing is to wear good shoes as we will be on our feet for a long time.

ASSIGNMENTS (once you arrive to your assigned lot, you will be given a volunteer lanyard, parking vest and flags as well as instructions by lot coordinators):


- 1.) Anthony Albert Wallis- CHARLIE
- 2.) Margaret Case Wallis- CHARLIE
- 3.) William Francis Steagall, Jr. - DELTA
- 4.) Gregory Adinolfi- DELTA
- 5.) David Michael Heyl- BRAVO
- 6.) Alonso Olivas Thompson- ECHO
- 7.) Kay Loraine Carter- ECHO
- 8.) Tyrone E. Keys- BRAVO
- 9.) Joseph James Myers- CHARLIE
- 10.) Patrick Charles Myers- CHARLIE
- 11.) Michael H. Hryshchyshyn- ECHO

CONTACT INFO:
PRIMARY- AUSN POC Contact Phone Number(s): Anthony Wallis, 703-371-2497 (call or text)
SECONDARY- Zumwalt Commissioning Volunteer Coordinator: Dave Gray, 410-746-4052
ECHO LOT- Lead Echo Lot POC: Dan Meenan, 443-519-9267

Please let me know if you have any questions or concerns. Thanks again for volunteering to help and looking forward to meeting you!

Vr,

Anthony Wallis, President
LT Kenyon Anderson Chapter, Association of the United States Navy



Enclosure #4:

MCPON correspondence.

From: "Crudup, Waltiesia M YN1 OPNAV, N00D" <waltiesia.crudup@navy.mil>
Date: September 7, 2016 at 9:03:29 PM EDT
To: "wallis.anthony@gmail.com" <wallis.anthony@gmail.com>
Cc: "Brockington, Antonio W YNCS MCPON DEA, N00D" <antonio.brockington@navy.mil>
Subject: RE: [Non-DoD Source] Fwd: MCPON thank you

Good evening Mr. Wallis,

I hope that all is well your way!
Below is MCPON Stevens address:
1008 Coldstream Dr.
Canonsburg PA, 15317

If you would like, we can coordinate schedules for you to stop by and present MCPON Giordano with his certificate sometime next week. Please advise, and I will check for availabilities.

Very respectfully,
YN1(AW) Tesla Crudup
Flag Writer to MCPON Steven Giordano
Master Chief Petty Officer of the Navy
Washington, D.C. 20350

-----Original Message-----

From: Anthony Wallis [mailto:wallis.anthony@gmail.com]
Sent: Thursday, September 01, 2016 12:43 PM
To: Myrick, Donald CMDCM NAVSUP
Subject: [Non-DoD Source] Fwd: MCPON thank you

Master Chief Myrick,

Please see my message below. We also have a certificate to present to incoming MCPON Giordano. Please advise. Thanks for your consideration.

w/r,
Anthony Wallis

From: Anthony Wallis <wallis.anthony@gmail.com>
Date: September 1, 2016 at 12:24:06 PM EDT
To: jeffery.garrison@navy.mil
Cc: abby.cannon@navy.mil, kathryn.mccarthy@navy.mil, elster.chapman@navy.mil
Subject: MCPON thank you

Master Chief Garrison,

Afternoon. Just wanted to write to express my gratitude to MCPON Stevens and his staff over the years, both during my time at AUSN as well as at ABS Group. It's been a pleasure working with MCPON, you, YNC McCarthy, YNCS Chapman and LN1 Cannon!

I wanted to provide an honorary Plankowner certificate to MCPON Stevens on behalf of the AUSN DC Chapter that I am the President of. Is he available for a quick meeting/visit or a mailing address to pass along? Please advise. Thanks again!

w/r,
Anthony Wallis
President, DC Chapter
Association of the U.S. Navy