

WARRANT OFFICER ASSOCIATION
CRATER SILVER CHAPTER # 0603
FORT LEE, VIRGINIA 23801

MEMORANDUM FOR RECORD

18 November 2020

1. The Chapter President, CW4R Francis Pattin, called the meeting to order at 1731.

Note 1: Due to COVID-19, this meeting was also held by telecom remote with intent to make the meeting available to those who want to participate by phone.

2. Quorum - 13 (31 proxies) present to conduct the meeting, Pledge of Allegiance was recited.

3. The president welcomed our on-line members.

4. Minutes from the October 2020 meeting were reviewed by all. CW5R Vickie Vachon made a motion to accept the minutes subject to edit, and CW5 Travis Elliott seconded. Motion Passed

5. The treasurer's reports for October 2020 was reviewed by all and briefed by CW4R Charlie Mills. CW5R Vickie Vachon made a motion to accept the report, subject to audit and CW5 Travis Elliott seconded the motion. The motion passed.

6. Committee Reports:

- | | | |
|---|------------------------|---------------|
| a. <u>Vice President Report</u> - Includes Membership statistics with reports from the Vice-President for Army Reserve/National Guard Affairs – VACANT - Vice-President for Retired Affairs – VACANT- and Vice-President for Junior Warrant Officer affairs - (VP-JWO) VACANT | -CW4R Dan Howison | - see report. |
| b. <u>Memorabilia</u> | - CW3 Demetria Timothy | . |
| c. <u>Volunteer Hour monitor</u> | - CW5R Vickie Vachon | . |
| d. <u>Boy Scouts of America</u> | - CW4R Charlie Mills | - see report |
| e. <u>JROTC Community High Schools</u> | - CW4R Dan Howison | . |
| f. <u>McGuire VA Support</u> | - CW5R Karen Ortiz | . |
| g. <u>Rebuilding TriCities</u> | - CW5 James Fiorilli | - see report. |
| h. <u>Public Relations</u> | - CW5 Travis Elliott | - see report. |
| i. <u>Wreaths Across America</u> – Hopewell Cemetery | - CW4R Amy Jones | - see report |

6. Old business:

a. CW5 Travis Elliott, Public Relations, will place an article in the Fort Lee Traveler and on The Crater Silver Chapter Facebook Page, also on Crater Silver Chapter TWITTER so that maximum digital dispersal of the 19 December 2020, Wreaths Across America Saturday event can be known to all for the greatest participation. As of right now the Wreaths Across America is still a go. There will be more to follow in reference to whether the event being cancelled or not.

b. The Crater Silver Chapter Private Organization paperwork is submitted to the installation and pending approval. POC is CW4R Dan Howison.

c. McGuire Veterans Home Christmas events are postponed this year due to COVID-19. POC is CW5R Karen Ortiz.

d. ALU partnered with the VSU ROTC Cadets conducted a zoom briefing on Warrant Officers provide to the force. This was an introductory meeting and provided the cadets some insight into what a Warrant Officer does. This was beneficial for both parties and should lead into a partnership that benefits those younger Warrant Officers in the future. The thrust of the briefing was to explain the difference between Aviation and Technical Warrant Officers, O-Grade, W-Grade and E-Grade differences and your future expectation management. The VCU audience were all ROTC seniors. The panel members were led by CW5 Giusto the Dean of TLC and Mr. McConico (Deputy to the Dean). His members included CW5 Waddy, CW5 Cheshier, CW4 Wyatt, CW4 Yang, CW4 Bailey, CW3 Singh, CW3 Drake, and CW3 Celestino.

e. Holiday Helper and Christmas Elves:

-Holiday Helper -Currently the Chapter is engaged in picking up and dropping off toys for the holiday season. SEE ATTACHED REPORTS. ACS has partnered up with some of the local Dollar Tree's and are picking up toys that have been donated. Volunteers pick up the boxes and bring them back to Fort Lee so they can be given to a military child. These ensures that no child goes without during the holidays.

-ACS Gift Cards - The Chapter will be donating eight gift cards at \$25.00 apiece to ACS so that they can disperse them to families in need. On December 15th the Chapter will be partnered with ACS and participating in the Holiday Helper program. Volunteers will be assisting parents with picking out gifts for their children.

7. New Business:

a. Nine questions were provided by the scholarship committee. The quorum chose three by means of voting. They are: CW5R Vickie Vachon counted votes and made a motion to accept the 3 question, CW5 Travis Elliott seconded, and the quorum agreed to the choices they made. The three questions are:

(1) How has COVID-19 affected you and your plans for college?

(2) Warrant Officers are specialists in their respective field who serve at the soldier level for an entire career. They theoretically never leave the soldiers. Do you have a Warrant Officer family member who has inspired you to improve yourself and pursue an education and military career? Did that person affect your choices and goals?

(3) Patriotism often is a family thing. Who in your family has served and how has this affected your future decisions in both education and career?

8. The next meeting will be held on Wednesday 9 December 2020 at Suite E, Bldg. 10000, near Carver Avenue and Sisisky Blvd (the Hut) at 1700, gather for social and the meeting will begin at 1730 hours. Due to Covid-19. Telecom communication, social distancing, will be used on conditioned on the progress of Phase two COVID-19 plan in Virginia.

9. Motion to adjourn was made by CW5R Vickie Vachon and was seconded by CW5 Travis Elliott at 1800. Motion passed.

Wayne Burton

Crater Silver Chapter Secretary

Francis Pattin

Crater Silver Chapter President

18 November 2020 Quorum

CW4R Francis Pattin
 CW4R Dan Howison
 CW5R Wayne Burton
 CW4R Charlie Mills
 CW5 Travis Elliott

CW5R Vickie Vachon
 CW3 Demetria Timothy
 CW5R Nicole Woodyard
 CW5 Maria Martinez
 CW5 Johnathon Waddy

% CW5 Karen Ortiz
 % CW4 Wayne Sexton
 %CW2 Samantha Zimmerman
 % Jon Ganues

* USAWOA member; not
 Crater Chapter member
 # membership unknown
 VISITOR
 %Telephone Call in

ADDENDUM: Crater Chapter Proxies Held

Name	Expires	Proxy given to:
CW5R Jose Agosto	Mar 21	Open
CW4R Percy Alexander	Indef-LIFE	CW5R Wayne Burton
CW4R Hope Bean	Indef-LIFE	CW4R Amy Jones
COLR David Buck	Indef-LIFE	Presiding Officer
CW5R Wayne Burton	Indef-LIFE	Open
CW5 Travis Elliott	Indef-LIFE	CW5R Wayne Burton
CW5R Wayne Estes	Indef-LIFE	Presiding Officer
CW5 Roberto Figueroa	Jan 21	CW5R Vickie Vachon
CW5R Sam Galloway	Nov 21	President
CW5R Bob Gates	Jan 21	CW5R Wayne Burton
CW5 Robert Gowin	Mar 21	Open
CW4R Dan Howison	Indef-LIFE	Open
CW5R Guy Hunter	Mar 21	CW5R Vickie Vachon
CW4R Richard Jefferson	Mar 21	VP
CW4R Amy Jones	Aug 21	CW5R Wayne Burton
CW4 Robert D. Johnson	Indef-LIFE	President or VP
WO1 Tyrone Lander	Jul 21	Open
CW3 Joshua Martin	Mar 21	President or VP
CW4R Luis Martinez	Jan 21	CW5R Vickie Vachon
CW5R Frank Meeks	Jul 21	CW5R Vickie Vachon
CW4 Wayne Melesky	Nov 21	Presiding Officer
CW4R Charles L. Mills	Indef	CW5R Wayne Burton
CW4R Chester Morris	Jan 21	Chapter President
CW4R Monty Meston	Indef-LIFE	CW5R Wayne Burton
CW3R William King	Indef-LIFE	Presiding Officer
CW5R Karen Ortiz	Jan 21	CW5R Vickie Vachon
CW4 Dan Peoples	Mar 21	CW5R Wayne Burton
CW4R Francis Pattin	Jan 21	CW5R Wayne Burton
CW4R Allan E Rickard	Mar 21	Presiding Officer
CW4 Wayne Sexton	July 21	Open
CW5R Alvin Taswell	Aug 21	Open
CW5R Vickie Vachon	Jul 21	President or VP
CW4 Ted Vanzant	Indef-LIFE	CW5R Wayne Burton
CW4R Clenora "Jenn" Walker	Indef-LIFE	Open
CW3 Gabriela Wetherington	Indef-LIFE	CW4 Francis Pattin
CW5R James Williams	Mar 21	Open
CW5R Nicole Woodyard	Indef-LIFE	Open
CW4R Donna Zampi	Indef-LIFE	President

Proxies used:

Bronze Level - Eagle Rising Recipients:

CW5R Wayne Burton CW4R Dan Howison
 CW4 Ted Vanzant CW5R Nicole Woodyard USAWOA
 CW4R Francis Pattin CW4R Charlie Mills
 CW4 Amy Scott CW3R Jon Ganues

Silver Level - Eagle Rising Recipients

CW4R Amy Jones CW5R James Williams
 CW5R Nicole Woodyard USAOWA
 CW5R Thomas Waltman CW3R Jon Ganues

Gold Level - Eagle Rising Recipients

CW5R Vickie Vachon CW5R Wayne Burton
 CW5 Travis Elliott CW5R Nicole Woodyard USAWOA
 CW5 Guy Hunter CW5R Karen Ortiz
 CW5 Maria Martinez CW5 Sonia Graves-Rivers
 CW5 Thomas Waltman CW4R Dan Howison
 CW3R Jon Ganues

Crater Chapter Standing Orders:

- Chapter President is authorized discretion to fund administrative purchases of up to \$500, provided the budget contains funding. Such expenditures will be reviewed in the next Treasures Report minutes.
 - Two Scholarships are funded annually. One to a dependent of a Crater Member present in the local area and one open to student attending college in local area from the tri-cities area or other member dependent. All funds in the Chapter Savings are for Scholarships. Deviation from two scholarships or amount change in any year are actioned with a quorum motion and voting. Application guidelines are published in the entry form available on the Chapter website.
 - Chapter Memorabilia Chair is authorized to fund replenishment of existing memorabilia lines from sales proceeds up to \$999.00 limit.
 - Chapter Treasure is bonded and signs all checks for Chapter expenditures; with actions reported in following Treasurer's reports.
 - Chapter sends a representative to the AAM each year if funding is available. Raised and obligated annually NLT July permitting best scheduling and bargain travel costs.
 - Crater Chapter supports the following community events as Old Business:
 - Rebuilding Tri-Cities/Habitat-for Humanity
 - Thanksgiving Baskets
 - Wreaths Across America
 - Holiday Helper
 - Support for McGuire Veterans Home (\$500 per year) or more as voted
- All other community events are brought to the quorum as new business.

Chapter BOD – Committee Structure

President+: CW4R Francis Pattin francis.pattin@gmail.com
 Vice President+: CW4R Dan Howison chiefhowison@gmail.com

Vice President for Army Reserve/NG Affairs – OPEN

Vice President for Retired Affairs – OPEN

VP Junior Warrant Officer affairs – OPEN

Membership – Filled by VP, VP-RA, VP RS A,

Memorabilia - CW3 Demetria Timothy demetria.r.timothy@mail.mil

*Rebuilding Tri-Cities – CW5 James Fiorilli - jfiorilli@aol.com

@Nominations/Elections Committee – CW5R Wayne Burton & CW5R Vickie Vachon

*Volunteer hour Monitor - CW5R Vickie Vachon (pokeandprod@aol.com)

*Holiday helper – CW5R Vickie Vachon

*Web-Master – CW4 James McCracken james.mccracken13@mail.mil

*Boy Scouts Of America (+ Cub Scouts) CW4R Charlie Mills

*JROTC High School Support – CW4R Dan Howison chiefhowison@gmail.com

Wreaths Across America – Hopewell Cemetery – CW4R Amy Jones

McGuire VA Support – CW5R Karen Ortiz

*Crater 100th Committee - CW5R Nicole Woodyard

Resolutions/ Parliamentarian - CW5R Wayne Burton

*Warrant Officer Ball – CW5 Travis Elliott

Public Relations – CW5 Travis Elliott

Treasurer # – CW4R Charles Mills (charlieandada@gmail.com)

Secretary# – CW5R Wayne Burton (waynebrv@yahoo.com; marion.w.burton.civ@mail.mil)

*Special Committee + elected office # appointed office @ Committee IAW Bylaws

Note: All Elected/Appointed Officers and Committee leads will serve on Crater BOD.

All committee leaders & key appointments are installed and removed at discretion of the Chapter President IAW current Chapter Bylaws

Presidents' Report –.

Crater 2019-2021 Calendar Events

9 Dec Crater Silver Chapter Meeting - HUT
 - Holiday Helper execution
 - Execute McGuire Veterans Hospital event
 - Wreaths Across America execution
 - Audit
 13 Jan 2021 Crater Silver Chapter Meeting - HUT
 -Swear in Chapter President

Volunteer Hours are as follows:

Member: 4345.75

Guest: 116

As of 8 Dec 1730

Volunteer Hours (Need ages of volunteers always if younger than 18)

ADW	47
RET	70
ARW	6
NGW	7
ASC	2
LIFE	62
TOTAL	133

There are two ways to join. By audio only (no different than what we have been doing) or online conference (which contains audio/video and screen sharing to see what we are covering in the hut).

The new audio # is 978-990-5450 Access Code: 7111926# Host Code: 202011

The online conference meeting link which can be accessed from a smart phone or computer/laptop device is: <https://join.freeconferencecall.com/cratersilverchapter0603>
 Chapter Email: ftlewoa1@gmail.com
 Chapter Website: <https://woaonline.org/crater/index.html>
 Chapter Facebook: <https://www.facebook.com/FtLeeCraterChapterWOA/>
 Free Conference Call:
<https://join.freeconferencecall.com/cratersilverchapter0603>
 Chapter Twitter: <https://twitter.com/CraterChapter>

The link will automatically take you to the Free Conference Call app. It will take you through the app download process the first time. Thereafter, you can connect directly to the Chapter's site when you open the app because +it will save the information

Memorabilia Report



REPLY TO
ATTENTION OF:

DEPARTMENT OF THE ARMY
UNITED STATES ARMY LOGISTICS UNIVERSITY
D COMPANY, ALU SUPPORT BATTALION
2401 QUARTERS ROAD
FORT LEE, VIRGINIA 23801-1705

ATSZ-QM

9 December 2020

MEMORANDUM FOR RECORD

SUBJECT: Warrant Officer Memorabilia Status

1. Cash Status:

<u>Description</u>	<u>Dollar Amount</u>
Beginning Cash Balance On-hand	\$100.00
Items Sold	\$0.00
Cash Payment	\$0.00
Deposits	\$0.00
- Cash	(\$0.00)
- Zelle	(\$0.00)

2. Inventory sold through 30 November 2020 totaled \$0.00.

3. Purchases: No purchases made.

4. Point of contact for this memorandum is the undersigned at 804-765-4576.

TIMOTHY.DEMETRIA.ROCHE Digitally signed by
LLE:1234716952
DEMETRIA R. TIMOTHY
CW3, QM
Memorabilia Officer

USAWOA CRATER SILVER CRATER CHAPTER
Treasurer's Reports
1 November – 31 November 2020

Checking Account Fort Lee Federal Credit Union- Balance previous month \$ 8,242.36

INCOME:

Memorabilia	\$ 415.00	
Donation	\$ 305.00	
Wreath Across America	\$ 45.00	
Interest	\$ 0.00	
<u>Income Total</u>	\$ 765.00	+ \$ 765.00

Expenses:

Gift Cards	\$ 247.60	
<u>Expenditures Total:</u>	\$ 247.60	- \$ 247.60
<u>Total Revenue:</u>		= \$ 8,759.76

Savings Account Fort Lee Federal Credit Union - Balance previous month \$ 3,068.30

INCOME:00

Interest	\$ 0.00	
<u>Income Total:</u>	\$ 0.00	+ \$ 0.00

Expenses: \$ 0,000

<u>Expenditures Total:</u>	\$ 0,000	- \$ 0.00
<u>Total Revenue Balance:</u>		\$ 3,068.30

	PLEGDED	PAID	
Mail Box:	\$ 64.00	\$ 64.00	
Liability Insurance:	\$ 268.00	\$ 267.00	
Bond / CNA:	\$ 114.82	\$ 114.82	
Scholarship Member:	\$ 1,000.00	\$ 1,000.00	
Scholarship Community:	\$1,000.00	\$ 1,000.00	
Thanksgiving Donation:	\$ 250.00	\$ 250.00	
Christmas Donation:	\$ 250.00	\$ 00.00	
AMM:	\$3,000.00	\$ 00.00	
Scouts – BSA:	\$ 200.00	\$ 200.00	
Veterans Home:	\$ 300.00	\$	
Meet & Greet	\$ 750.00	\$	
TOTAL	\$ 7,196.82	\$ 2,645.82	Remaining pledge \$ 1,050.00

BALL Year 2021 5,757.00

Charles L. Mills
CW4(R), OD
Crater Chapter Treasurer

Francis Pattin
CW4(R), QM
Crater Chapter President

Thanksgiving Donation: CW5R Vickie Vachon

The Chapter President, CW4 Francis Pattin and CW5R Vickie Vachon presented eight gift cards to ACS on 25 Nov 2020 at the ACS Building. The ACS staff was very excited to receive the donation. They recognized the donation on the ACS Facebook page later that day.

ACS will provide a list of materials that they can use for future area beautifications as they arise for future donations and volunteer time.

Boy Scouts of America, Troop 912, Ft Lee Va.

Troop meeting are being held in person at the scout hut as well as virtually. Scout meetings are being conducted inside and outdoors.

Topics- work on scout rank advancements by Patrol. Troop level will review internet safety, and also how to practice Youth Protection/Cyber Chip requirements when scouts are using Zoom, email, text, etc.

Eagle Scout Information: (Exciting to have enough Eagle Scout projects and announcements to have an Eagle section)

- 1) Congratulations to Michael for passing his Eagle Board of Review!
- 2) Kevin's Eagle Scout project: If you have shoes to donate, you can drop them off at the scout hut at the next in-person meeting.
- 3) Eagle Project announcement: Look for Isaiah's Eagle Project announcement soon. He has a great project that is helping a local school. Isaiah will share all his information with you soon.

* We will be adjusting the meetings in December, based on the current COVID guidelines and weather. If possible, we will meet in the scout hut, or another large indoor location for social distancing. If the COVID cases in our area increase, then we will switch to all virtual till we can meet in person. Will continue to update everyone!

Charles L .Mills
 USAWOA, Crater Chapter
 Charter Organization Representative

Rebuilding Together Richmond

... I have had no contact with anyone at Rebuilding Tri-Cities, I would have to say we are done for the year.

I will try to actively engage next year pending COVID restrictions.

JAMES W. FIORILLI
 CW5, OD

Wreaths Across America Report (CW4R Amy Jones)

VA0043P-Crater Silver Chapter Warrant Officers Association
VACPNH –City Point National Cemetery, Hopewell, VA

We have Veterans Day in the fall, and Memorial Day in the spring, but our service men and women sacrifice their time and safety every single day of the year, to preserve our freedom.

▶At many homes, there is an empty seat for those who are serving, or who made the ultimate sacrifice for our Country. Wreaths Across America honor our veterans every day, and there is no better time to express appreciation than during the holiday season.

▶We hope you will join the Crater Silver Chapter Warrant Officers Association by sponsoring a wreath or simply volunteering your time to show our veterans and their families –that we will never forget!

Who: Crater Silver Chapter Warrant Officers Association and anyone who just wants to assist in laying wreaths

▶What: National Wreaths Across America –Wreath Laying Day

▶When: Saturday, December 19, 2020 @ 11:00

Where: City Point National Cemetery
10th Avenue and Davis Street
Hopewell, VA 23860

▶Why: REMEMBER the Fallen...HONOR those who SERVE...TEACH our children the value of FREEDOM –One wreath at a time.

A small portion of each donation is provided to the Crater Silver Chapter and used to support our two annual scholarship awards, Thanksgiving and Christmas donations to Fort Lee Army Community Service (ACS), and other monetary donations that are needed throughout the local communities.

▶amy.j.jones74@gmail.com) with any questions regarding the program or visit the link below.

▶<https://wreathscrossamerica.org/pages/20339/Overview/?relatedId=0> > Chapter Number: VACPNH Cemetery

After visiting the page, click to s or to sponsor or to volunteer.

This rain or shine event pays tribute to our veterans by placing a beautiful wreath on as many headstones as possible.

▶The event transforms the cemetery into a very festive scene for the holidays while remembering those that have passed.

▶Everyone will have a chance to participate in laying the wreaths, so please join us if you can to volunteer your time to just lay a wreath.

▶Thank you so much for supporting the Crater Silver Chapter Warrant Officers Association and Wreaths Across America!

Holiday Helper Pick Up: CW5R Vickie Vachon

CW5R Karen Ortiz, CW4R Dan Howison, CW5R Dave Dickson, CW4 Francis Pattin, CW5 James Fiorilli, CW4 Paula Bailey and CW3 Demetria Timothy picked up the Holiday Helper boxes from Dollar Tree Stores from 6 Nov - 6 Dec. For a total of 53 volunteer hours amongst them all. Great job from all that did the trips back and forth from their assigned stores to Holiday Helper building Headquarters on Fort Lee. Great Teamwork!!!

Agenda

December 9th, 2020 meeting

Note: Due to Coronavirus, which limits socialization to 10 people, this meeting will be by remote dial in and reports sent by email.

- 1. **Count of members to ensure a forum/forum established () ID Proxies ()**
- 2. **Call meeting to order at _____**
- 3. **Pledge**
- 4. **Welcome guest and new members**
- 5. **Minutes passed out and read, any discussion, motion to accept subject to edit**

Motion made by _____

Seconded _____

- 6. **Treasures Report any discussion, motion to accept subject to audit**

Motion made by _____

Seconded By _____

7. Committee Reports

- a. Vice President Report VP-OPEN – NG/AR OPEN. VP RA -OPEN, VP JR WOA- OPEN
- b. Memorabilia – CW3 Demetria Timothy.
- d. Volunteer Hours - CW5R Vickie Vachon.
- e. Holiday Helper - CW5R Vickie Vachon.
- f. Boy Scouts - CW4R Charlie Mills
- g. Solicitation – CW5R Nicole Woodyard
- h. JROTC Community High Schools– CW4R Dan Howison
- i. Rebuilding TriCities – CW5 James Fiorilli
- l. Public Relations – CW5 Travis Elliott
- k. Wreaths Across America – Hopewell Cemetery – CW4R Amy Jones

8. Old Business

- Crater Chapter Private Organization paperwork CW4R Dan Howison–report completion

- 9. **New Business** –Swear in the Chapter President

10. Alibi's

Raffle 1 each gift certificated (dinner for Two) from members present

- 11. **Next Meeting – 13 January 2021- Suite E, Bldg. 10000, near Carver Avenue & Sisisky Blvd (the Hut) at 1730**

- 12. **Adjourn meeting at (time) _____**

Motion made by _____

Seconded by _____

Agreed Upon CALENDAR – to be placed inn Jan 2021 minutes**Crater Silver 2021-2022 Calendar Events**

- 13 Jan 2021 - Chapter Meeting - HUT
- Swearing in New officials
- Post Crater Silver Chapter Scholarship info in Ft Lee Traveler
- 3 Feb 2021 Chapter Meeting - HUT
- 3 Mar Chapter Meeting - HUT
- FINAL Decision for more than 2 Scholarships??
- 7 Apr Chapter Meeting - HUT
- Close Scholarship acceptance (1 April 2020)
- Audit
- 5 May Crater Silver Chapter Meeting
- Announce scholarship winners
- 2 Jun Crater Silver Chapter Meeting - HUT
- 7 Jul Crater Silver Chapter Meeting – HUT
- Establish Wreaths Across America Committee lead
- Audit
- 4 Aug Chapter Silver Chapter Meeting - HUT
- Accept Nominations - approve Ballot
- 1 Sep Warrant Officer Meet & Greet - HUT TIME –TBD
- TBD Sep 2021 Crater Silver Chapter WO Ball
- Final date to approve Ballot
- 6 Oct Crater Silver Chapter Meeting - HUT
- TBD Oct 49th AMM Redstone Arsenal, AL - Details to follow
- Habitat for Humanity
- McGuire Veterans Hospital Visit Planning list
- Present post with donation for Thanksgiving
- Audit
- 4 Nov Crater Silver Chapter Meeting - HUT
- Holiday Helper planning list
- Wreaths Across America planning list
- Election Vote
- Present post with donation for Christmas
- 1 Dec Crater Silver Chapter Meeting - HUT
- Announce election results
- Holiday Helper execution
- Visit McGuire Veterans Hospital
- (Sat)18 Dec Wreaths Across America execution
- Audit
- 12 Jan 2021- Swear in elected new officers

