WARRANT OFFICER ASSOCIATION

CRATER SILVER CHAPTER # 0603

FORT LEE, VIRGINIA 23801

MEMORANDUM FOR RECORD   **DRAFT** 3 June 2020

1. The Chapter President, CW4R Francis Pattin, called the meeting to order at 1730.

Note 1: Due to COVID-19, this meeting was held primarily by telecom remote. The President manned the phone and the microphone at the Hut with 4 members, while all other quorum attendees participated by phone.

2. Quorum - 14 (32 proxies) present to conduct the meeting, 0 visitors; Pledge of Allegiance was recited.

3. Minutes from the May 2020 meeting were reviewed by all. CW5R Vickie Vachon made a motion to accept the minutes subject to edit, and CW4R Janice Chayt seconded. Motion Passed

4. The treasurer’s reports for May 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 CW4R Janice Chayt seconded the motion. The motion to accept the treasurer’s reports for May 2020 passed.

 a. Vice President Report VACANT - 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 - see report.

 b. Memorabilia - CW3 Demetria Timothy

 c. Volunteer Hour monitor - CW5R Vickie Vachon - see report.

 d. Boy Scouts of America - CW4R Charlie Mills - see report

 e. JROTC Community High Schools - CW4 Dan Howison

 f. McGuire VA Support - CW5R Karen Ortiz

 g. Rebuilding TriCities - CW5R Thomas Waltman

 h. Public Relations - CW5 Travis Elliott

 i. 2020 WO Ball Raffle - CW4 James McCracken

 j. Wreaths Across America – Hopewell Cemetery - CW4R Amy Jones

6. Old business:

 a. USAWOA has sent the Crater Chapter the Silver Status flag banner.

 b. The Crater Silver Chapter Private Organization paperwork will be prepared for signature and staffing beginning now until completed. CW4R Dan Howison will provide paperwork for CW4 Francis Pattin. July 2020 is the deadline.

 c. Crater 2020 raffle announcement. The long anticipated raffle that was conducted, and the winners were James Fisher taking the first and second prize, and Ken Kolbo taking home the third prize.

 d. CW4R Charlie Mills briefed that the Boy Scouts are using skype and computer, but otherwise not doing too much.

 e. The Crater Silver Chapter has postponed the ball until September due to COVID-19 quarantine, actioned by the committee and the BOD. The Crater Silver Chapter Ball dates are 19th September. The hotel opens on Monday 8 June 2020 from Phase one of VA quarantine, lifted to Phase two, but due to riots, it is doubtful that will occur. Once open, coordination(s) will continue with the Ball Committee.

 f. Scholarship Winners.

1. WO dependent - Johnathon Fiorilli (son of CW5 James Fiorilli) Took picture of CW5 Fiorilli and the check, and he will put on Crater Silver Chapter Facebook, a COVID-19 response to social spacing.

2. Community - Daniel Sexton (son of CW4 Wayne Sexton) is still not presented due to COVID-19.

Note: CW4R Charlie Mills will make checks available the first week in June 2020 to the schools listed on the Scholarship application, pending the college offices opening and availability, in their Phase two COVID-19 plan.

 g. In the review of Committee reports, CW5R Wayne Burton, acting as parliamentarian, informed the president and quorum that due to PCS of CW5 Thomas Waltman to Fort Knox Kentucky, September starts the clock to replace him for Rebuilding Tricities Committee lead or removing the committee from Standing Orders, IAW Crater Silver Chapter Bylaws.

7. New Business. None

8. Motion to adjourn was made by CW5 Travis Elliott and was seconded by CW4R Janice Chayt at 1810.

Motion passed.

9. The next meeting will be held on Wednesday, 8 July 2020 starting at 1730 via telecon communication due to COVID -19 social distancing or in person, conditioned on progress of Phase two COVID-19 plan in Virginia.

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Wayne Burton Francis Pattin

Crater Silver Chapter Secretary Crater Silver Chapter President

All,

 Due to personal and professional circumstances, some beyond my control, I have notified the Crater Silver Chapter President of my intention to step down as my role of the Crater Silver Chapter Vice President. I feel that because I do not have the time to dedicate to my duties as the VP, I am not able to provide the level of commitment that the Chapter deserves. I will still be available to volunteer and assist where I am able.

Thank you for your understanding.

V/R

CW4 James McCracken

james.c.mccracken11.mil@mail.mil

**6 May 2020 Quorum**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| *CW4 Francis Pattin**CW5R Wayne Burton* *CW4R Charlie Mills**CW5 Travis Elliott**CW5 James Fiorilli**% CW5R Vickie Vachon* | *% CW4R Janice Chayt**% CW5 Johnathon Waddy**% CW3 Jon Ganues* *% CW5R Nicole Woodyard % CW4 James McCracken**% CW5 Sonya Graves Rivers* | *% CW4R Dan Howison**% CW5 Maria Martinez* |  | *\* USAWOA member; not Crater Chapter member # membership unknown ! VISITOR**%Telephone Call in*  |

**ADDENDUM: Crater Chapter Proxies Held**

**Crater Chapter Standing Orders:**

1. 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.

2. 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.

3. Chapter Memorabilia Chair is authorized to fund replenishment of existing memorabilia lines from sales proceeds up to $999.00 limit.

4. Chapter Treasure is bonded and signs all checks for Chapter expenditures; with actions reported in following Treasurer’s reports.

5. 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.

6. 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.

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 20 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 20 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 CWR5 Vickie Vachon

CW5R Frank Meeks Jul 21 CW5R Vickie Vachon

CW4 Wayne Melesky Nov 20 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

***Chapter BOD – Committee Structure***

President+: CW4R Francis Pattin **francis.pattin@gmail.com**  Vice President+:OPEN

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.mil@mail.mil \*Rebuilding Tri-Cities – CW5 Thomas Waltman - thomas.a.waltman.mil@mail.mil @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.mil@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

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

Silver Level - Eagle Rising Recipients

CW4R Amy Jones CW5R James Williams

CW5R Nicole Woodyard USAOWA

CW5R Thomas Waltman

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

CW5R Thomas Waltman CW4R Dan Howison

**Presidents’ Report –.**

Ladies and Gentlemen,

Good morning to you. I hope all is well for you and your families.

Last week the chapter had our monthly meeting over the phone. With the

COVID-19 pandemic we deemed it was not safe to try and have a face-to-face meeting.

We are looking at having the next meeting in person and looking to have it

at a different location than our hut. Possibly a place where the members in

attendance can spread out and be safe? Any ideas or recommendations?

**CW5 Travis Elliott and I conducted the long anticipated raffle that was**

**delayed due to the pandemic.**

**The winners were James Fisher taking the first and second prize, and Ken Kolbo taking home the third prize**.

We here at the Crater Silver Chapter would like to thank everyone for

supporting this raffle!!

For those of you that are volunteering during these trying times, send your

hours to Mrs. Vickie Vachon so that she can capture them. Her email is

pokeandprod@aol.com.

At this time I would like to recognize CW4 James Inman as he is set to

retire in the next few months. When you see him take a moment to

congratulate him and his family as he transitions out of the military.

For any others members that are retiring in the near future send me your

information and I will share with our chapter.

Thank you for all that you do and have a wonderful day!!

Francis

Crater Silver Chapter President

Francis W. Pattin

Crater Silver Chapter President!!!

**Crater 2019-2021 Calendar Events**

8 Jul Crater Silver Chapter Meeting – HUT

-Establish Wreaths Across America Committee concept CW4R Amy Jones

 - Audit

5 Aug Chapter Silver Chapter Meeting - HUT

 -Accept Nominations - approve Ballot

 2 Sep Crater Silver Chapter Meeting - HUT TIME -TBD

 - Final date to approve Ballot

 -Approve AAM travel and POC

19 Sep Crater Silver Chapter Ball

 7 Oct Crater Silver Chapter Meeting - HUT

 TBD Oct 48th 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

2 Dec Crater Silver Chapter Meeting - HUT

 - Announce election results

 - Holiday Helper execution

 - Execute McGuire Veterans Hospital event

 - Wreaths Across America execution

 - Audit

 13 Jan 2021- Swear in elected new officers

Volunteer Hours are as follows:

As of 0958 6 July the following is the Volunteer time:

 Members - 3035

 Guest - 51

 I am missing BOD member’s hours

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

**VP Report - Roster**

**Crater Meeting Call in Number**

**1-712-770-5505**

*Access Code: 501219*

*Calling in to the Crater Meeting is like being here in person. If you are a member, YOU may participate, open motions, offer seconds, discuss and vote. We all are busy, and the Crater Chapter steps up to the 21st Century with live telephonic meeting!*

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| --- | --- |
| ADW | 44 |
| RET | 74 |
| ARW | 5 |
| NGW | 6 |
| ASC | 2 |
| LIFE | 68 |
| TOTAL | **134** |

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**USAWOA SILVER CRATER CHAPTER**

**Treasurer’s Reports**

**1 June 2020 – 30 June 2020**

**Checking Account Fort Lee Federal Credit Union- Balance previous month $ 7,690.88**

**INCOME:**

WOA Rebate $ 30.00

Raffle Ticket $ 302.00

Memorabilia - Zelle $ 100.00

Savings Account $ 2,000.00

**Income Total $ 2,432.00 + $ 2,432.00**

**Expenses:**

Ball Ticket Return $ 130.00

Scholarships $ 2,000.00

**Expenditures Total: $ 2,130.00 - $ 2,130.00**

**Total Revenue: $ 7,992.88**

**------------------------------------------------------------------------------------------------------------------**

**Savings Account Fort Lee Federal Credit Union - Balance previous month $ 3,067.31**

**INCOME:**

**Interest** $ 00.00

**Expenses:** $ 2,000.00 (Transferred to Checking Account)

**Expenditures Total: $ 2,000.00 - $ 2,000.00**

**Total Revenue Balance: $ 1,067.31**

**------------------------------------------------------------------------------------------------------------------------**

 **PLEDGED 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 $**

**Christmas Donation: $ 250.00 $**

**AMM: $3,000.00 $**

**Scouts – BSA: $ 200.00 $**

**Veterans Home: $ 300.00 $**

**Meet & Greets $ 750.00 $**

 **TOTAL $ 7,196.82 $ 2,445.82 Remaining pledge $ 4,751.00**

**Charles L. Mills Francis Pattin**

**CW4(R), OD CW4(R), QM**

**Crater Chapter Treasurer Crater Chapter President**

**Boy Scouts of America, Troop 912, Ft Lee Va. No report. Boy Scouts are basically inactive due to COVID-19**

 Charles L .Mills

 USAWOA, Crater Chapter

 Charter Organization Representative

BOD Update to Telecon.

Following the 3 May 2020 meeting, CW5 Travis Elliott and CW5R Wayne Burton conducted experiments to use a different TELECOM procedure that permits video, internet sharing, recording the entire meeting and taking roll call electronically.(from the HUT)

The two found the Crater Hut has internet, via LAN, but only to government computers, that can connect to it. This is a recent change due to the EOD unit next door. Attempts to connect a civilian computer failed.

Travis’ phone was from AT&T, and he had 3 bars service at the hut. Wayne’s phone was from Verizon, and he had 1 bar service at the hut. Neither supports sharing large files. Both had deluxe phone plans.

Both Travis and Wayne hooked their individual Government computers to the LAN successfully, but one problem was noted- that precluded using the TV in the Hut to project the minutes, or other reports. Both their government computers did not have a HDMI cable connection like most civilian computers.

The Free Telecom program requires downloading an APP, which government computers won’t allow. Only civilian computers and phone can download the app, which is required if you use the internet. Simply dialing in analog does not require an APP download.

So in the face of the two problems, only Gov’t computers can connect to the LAN (no commercial internet available and HOTSPOT will not support file sharing at the hut; and the APP has to be downloaded, they came up with a plan.

Wayne will bring his government computer to the meeting and hook it to the LAN and to the TV. He will update and present reports to members, and display them on the TV.

Meanwhile, we will use the analog spider phone to accept call in telecom from participants in the meeting.

Travis will use his handy AT&T phone, and serve as host to the meeting. Further, he will use his phone as a “movie” camera to aim it at the person in the HUT who is talking. If members send in their photo early, we can print it or save it to Wayne’s computer, and Travis can look at the picture printed or picture on the TV to show everyone who is talking remotely.

The goal is a more interactive telecom experience that is friendly to members’ personal phones used for telecom or home computers. We want you to feel like you are here when we TELECOM.

Wayne has a Digital spider phone that will connect to the internet, but with LAN cable, but solving the problem of downloading the APP and software to a government computer takes that advantage away. Of course we will look into a NEC work order to get the software on Wayne’s government computers and the plan is golden.

Pending a brief to the President and BOD, the experiment outcome and implementation is up in the air.

Our goal is to make you feel a part of us at the Crater Silver Chapter, even when home, dining out, calling from a bar, or TDY. It’s the 21st century, and we have a goal to show the Crater Silver Chapter leads the way.

**Note: Rebuilding TriCities has no July Report, due to COVID 19. CW5 Thomas Waltman is PCSing to Fort Knox in September. The Crater Silver Chapter needs a volunteer to manage the Rebuilding TriCities committee. The Committee lead does not need to be an expert handy person or master carpenter, nor a proficient plumber or certified Air Condition expert. All the committee lead needs to be is a Crater Silver Chapter member, and also be willing to manage a committee and find those with talent, skills and willingness to show up to volunteer largely led by masters of the trade. We need a coordinator, not a supervisor.**

**MEMORIBILIA REPORT**



**Agenda July 8th, 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](#OLE_LINK1) VP-OPEN – NG/AR OPEN. VP RA -OPEN, VP JR WOA- OPEN

 b. [Memorabilia](#OLE_LINK1) – 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. WO Ball – CW5 Travis Elliott

 j. Rebuilding TriCities – CW5R Thomas Waltman

 k. Public Relations – CW5 Travis Elliott

 l. 2020 WO Ball Raffle: CW4 James McCracken

 m. Wreaths Across America – Hopewell Cemetery – CW4R Amy Jones

**8. Old Business**

**- Warrant Officer Ball** **–action**

- **Rebuilding TriCities–action**

**- Crater Chapter Private Organization paperwork CW4R Dan Howison–action**

**- Crater 2020 raffle–action committee lead CW4 McCracken, assisted by CW4 Wayne Sexton**

**9. New Business –**

***Special Election -VP***

**10. Alibi’s**

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

**11. Next Meeting – 5 August 2020- Suite E, Bldg. 10000, near Carver Avenue & Sisisky Blvd (the Hut) at 1730**

**12. Adjourn meeting at (time) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 **Motion made by\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 **Seconded by \_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

CRATER SILVER CHAPTER NOTES: 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