

WARRANT OFFICER ASSOCIATION

CRATER CHAPTER # 0603

FORT LEE, VIRGINIA 23801

MEMORANDUM FOR RECORD

**DRAFT**

6 June 2018

1. The Chapter President, CW4 Dan Howison, called the meeting to order at 1750.
2. Quorum - 9 (31 proxies) present to conduct the meeting, 0 visitors; Pledge of Allegiance was recited.
3. There were no visitors and first time members to the meeting at the Crater Hut.. CW4 Destria Gladney called in from home. We note that our Vice President, is in Washington DC, at the Smithsonian with his family, obviously having fun,viewing the Smithsonian exhibits.
4. Minutes from the May 2018 meeting were reviewed by all. CW3 Dan Peoples made a motion to accept the minutes subject to edit, and CW4R Charlie Mills seconded. Motion passed.
5. The Treasurer's report for May 2018 were read by all. CW3 Dan Peoples made a motion to accept the reports subject to audit, and CW5 James Williams seconded. The treasurer's report for May passed.
6. Committee Reports:
  - a. [Vice President Report](#) CW3 Alex Blain - Includes Membership statistics with reports from the Vice-President for Army Reserve/National Guard Affairs – CW5 James Williams- Vice-President for Retired Affairs – CW5R Jack Van Zanten- and Vice-President for Junior Warrant Officer affairs VACANT- (VP-JWO) WO1-CW2 TBD - see report.
  - b. [Memorabilia](#) – CW4 Adriana Aldape. See report. See report.
  - c. [Rebuilding Tri-Cities\\* Open](#) –
  - d. [Volunteer Hour monitor\\*](#). CW5R Vickie Vachon – see report.
7. Old Business.
  - a. Next Treasury Audit is July 2018.
  - b. Past President, CW4 Ted Vanzant began revalidation for the Chapter as a Private Organization and handed d the action to CW4 Howison, the incoming president. Dan has worked with Installation personnel, and submitted signed document on several occasions. Currently, Installation identified 3 more documents which need addressed and signed in order to complete this action. In order to have the Crater Hut, we must share the building with another Private Organization. The building is shared with the Fort Lee Alumni Chapter, Kappa Alpha Psi Fraternity. Carl Brown is the Fraternity POC. This action is not complete and remains an Old Business topic.
    - c. Fund raising event. The Bottom line on the fund raiser to sell a ticket opportunity. When ticket are purchased for an opportunity to be eligible to receive a weapon.. It's a go ! The gun will be a .45 caliber 1911 pistol, with potential for grip upgrades based on cost and availability. CW4R Charlie Mills will make arrangements with a gun shop for a new owner to pick up the pistol, CW3 Wayne Sexton will pick up the 500 tickets. Tickets will be offered at \$5 per ticket, and the 500 tickets are expected to go fast. Then onto the next opportunity to draw the chance to go pick up your pistol (next) and so on, with each funding the next and proceeds targeted to specific community investment. At a future meeting, the Crater Quorum may vote to make the weapon fund raiser.ne of our Standing Orders.
    - d.. We have a Crater Web site, with GoDaddy, that is FREE. The Chapter Web Master is now CW3 James McCracken, who is working to make the website edits and updates.
      - (1) The New Crater Website is located at: <https://woaonline.org/crater/> Chief McCracken performed a total remake of the site. There were files that simply could not be located, but were still posted on-line on the old site. So, when you cannot update that page, then you are left with no alternative than to replace the page. Good decision. The new site is modern in appearance, with a military touch (gray based camouflage with the Warrant Officer Eagle) Chief McCracken was looking for a layout that works both on a computer screen, as well as on a phone screen. He found it.
      - (2) The site is better than the old site. And it can be updated. The site is still free on GoDaddy. Please check it out.

8. New business:

a. Spider Phone: Past quorum consensus is that the Chapter needs to look into a Spider Phone. Members who have called in on the phone bridge find they can hear the meeting well until two or more are on line. After that, it is hard to take in everything when calling in to the meeting. It becomes worse when listeners can only hear the person at the phone (President) and cannot hear the discussion within the quorum. Online research shows the Spider phone similar to those in Fort Lee conference rooms can be purchased starting at \$230, with additional cost for microphones, speakers and warranty. CW3 Dan Peoples made a motion to purchase the phone, seconded by CW5 James Williams. Motion passed.

b. CW4 Dan Howison discussed the Chapters potential interaction with AUSA and ROCKS. *Association of the US Army*). *(The ROCKS, Inc. is a tax-exempt non-profit organization under Section 501(c)(3) comprised of ROTC and Military Academy Cadets, active duty, reserve component, commissioned officers and active duty or reserve component warrant officers and Department of Defense GS12 and above civilians. The organization was formed to provide mentorship, professional development and social interaction to strengthen the officer corps. In addition to the R.C. Cartwright Scholarship Fund, the "Leadership Outreach" program provides the opportunity for teams consisting of ROCK members to visit Historically Black Colleges and Universities (HBCUs) to provide professional career development guidance to ROTC students. ROCKS is not an acronym)* ROCKS is seeking mentorship assistance from Crater Chapter Warrant Officers and AUSA is seeking representation and willing to fund events where their membership is spread too thin to fully man an event. AUSA are willing to fund and support the man-power help and assistance from our association. This is an emerging partnership, and yet fully vetted and sorted out with the roles and acceptable interaction. More to follow.

c. CW3 Dan Peoples made a motion to conduct a meet and greet at next meeting. This was seconded by CW3 Wayne Sexton and passed.

9. Motion to adjourn was made by CW3 Dan Peoples, and was seconded by CW3 Wayne Sexton at 1835. Motion passed.

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Wayne Burton

Crater Chapter Secretary

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Dan Y. Howison

Crater Chapter President

## 6 June 2018 Quorum

CW4 Dan Howison  
 CW5R Wayne Burton  
 CW5 Travis Elliott  
 CW3 Daniel Peoples  
 CW5 James Williams

CW4R Charles Mills  
 CW3 James McCracken  
 CW3 Wayne Sexton  
 % CW4 Destria Gladney

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

### ADDENDUM: Crater Chapter Proxies Held

Name	Expires	Proxy given to:
CW5R Frank Meeks	Jul 19	CW5R Vickie Vachon
CW5 Roberto Figueroa	Jan 19	CW5R Vickie Vachon
CW4R Luis Martinez	Jan 19	CWR5 Vickie Vachon
CW5R Karen Ortiz	Jan 19	CW5R Vickie Vachon
CW5 Guy Hunter	Mar 19	CW5R Vickie Vachon
CW5 Vickie Vachon	Jul 19	President or VP
CW4R Richard Jefferson	Mar 19	VP
CW3 Joshua Martin	Mar 19	President or VP
CW\$ Robert D. Johnson	Jul 19	President or VP
CW4 Wayne Melesky	Nov 18	Presiding Officer
CW3R William King	Mar 19	Presiding Officer
COLR David Buck	Mar 19	Presiding Officer
CW4R Allan E Rickard	Mar 19	Presiding Officer
CW5R Wayne Estes	Mar 19	Presiding Officer
CW4R Donna Zampi	Oct 18	President
CW5R Sam Galloway	Nov 18	President
CW4 Adriana Aldape	Mar 19	Open
CW4 William DeLong	Mar 19	Open
CW3 Alex Blain	Mar 19	Open
CW4 Clenora Walker	Mar 19	Open
CW4 Ted Vanzant	Mar 19	Open
CW5 James Williams	Mar 19	Open
CW5 Jose Agosto	Mar 19	Open
CW5R Reggie Jacobs	Jul 19	Open
CW5 Robert Gowin	Mar 19	Open
CW5R Alvin Taswell	Aug 19	Open
CW3 Eric J. Vasiecek	Nov 18	Open
CW4R Jim Gilfone	Nov 18	Open
CW5R Wayne Burton	Jan 19	Open
CW4 Dan Howison	Mar 19	Open
CW5 Nicole Woodyard	Feb 19	Open
CW4R Hope Bean	Jan 19	CW4R Amy Jones
CW4R Chester Morris	Jan 19	Chapter President
CW4R Monty Meston	Jan 19	CW5R Wayne Burton
CW4R Doug Absher	Jul 19	CW5R Wayne Burton
CW4R Amy Jones	Aug 19	CW5R Wayne Burton
CW4R Percy Alexander	Jan 19	CW5R Wayne Burton
CW3 Dan Peoples	Mar 19	CW5R Wayne Burton
CW5 Travis Elliott	Jan 19	CW5R Wayne Burton
CW5R Bob Gates	Jan 19	CW5R Wayne Burton
CW5 Edwin Rudser	Sep 18	CW5R Wayne Burton
CW4 Francis Pattin	Jan 19	CW5R Wayne Burton
CW4R Charles L. Mills	Mar 19	CW5R Wayne Burton
CW3 Ryan Harman	Jan 19	CW4 Dan Howison

#### Proxies used:

#### Bronze Level - Eagle Rising Recipients:

CW5R Wayne Burton CW4 Dan Howison  
 CW4 Adriana Aldape CW4 Ted Vanzant  
 CW4 Francis Pattin CW4R Charlie Mills  
 CW2 Kevin Pick

#### Silver Level - Eagle Rising Recipients

CW4R Amy Jones CW5 James Williams

#### Gold Level - Eagle Rising Recipients

CW5R Vickie Vachon CW5R Wayne Burton  
 CW5R Reggie Jacobs CW5 Travis Elliott  
 CW5 Guy Hunter CW5R Karen Ortiz

### 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. 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
 All other community events are brought to the quorum as new business.

#### Chapter BOD – Committee Structure

President+: CW4 Dan Howison [dan.v.howison@mail.mil](mailto:dan.v.howison@mail.mil)

Vice President+: CW3 Alex Blain [alex.blain.mil@mail.mil](mailto:alex.blain.mil@mail.mil)

Vice President for Army Reserve/NG Affairs – CW5 James Williams

Vice President for Retired Affairs – CW5R Jack Van Zanten [vjack730@aol.com](mailto:vjack730@aol.com)

Vice President for Junior Warrant Officer Affairs – OPEN

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

@ Memorabilia - CW4 Adriana Aldape)

\*Rebuilding Tri-Cities – OPEN

@Nominations/Elections Committee – CW5R Reggie Jacobs & CW5 Vickie Vachon

\*Volunteer hour Monitor - CW5 Vickie Vachon ([pokeandprod@aol.com](mailto:pokeandprod@aol.com))

\*Holiday helper –

\*Web-Master – CW3 James McCracken [james.mccracken13.mil@mail.mil](mailto:james.mccracken13.mil@mail.mil)

Treasurer # – CW4R Charles Mills ([charlieandada@gmail.com](mailto:charlieandada@gmail.com))

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

\*Resolutions/ Parliamentarian - CW5R Wayne Burton

\*Chaplain – OPEN

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

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

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

### Crater Meeting Call in Number

641-715-3580 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 21<sup>st</sup> Century with live telephonic meeting!

Presidents' Report – Verbal report at meeting.

Vice Presidents' Report

Vice President NOTES:

CW3 Dan Howison– Chapter Vice President, CW5 James Williams VP – Reserve/NG Affairs, and CW5R Jack Vanzanten VP- Retired Affairs and VP-JWO VACANT

VP Report - Roster

66 Active duty, 65 Retired, 6 Reserve/ Nat Gard (9)

1 Associate member, 61 Life Members

**VOLUNTEER HOURS**

VP

Volunteer hours as they stand in the following spreadsheet:

Members - 2487.5

Guest - 228

Not showing CW4 Destria Gladney or CW3 James McCrackin as members in VMIS so that's 3 hours that has to be plugged in.

This is as of 5 Jul but not yet completed in VMIS (the ACS tracking system)

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

Also need following volunteer hours:

- **Need the following event participation!**
- **NONE**
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Crater 2018-2019 Calendar Events

- 11 Jul Chapter Meeting - HUT
  - 1 Aug Chapter Meeting - HUT
    - Accept Nominations - approve Ballot
  - 5 Sep Warrant Officer Meet & Greet - HUT TIME -TBD
    - Final date to approve Ballot
  - 3 Oct Chapter Meeting – HUT
  - 18 Oct 46<sup>th</sup> AMM Arlington VA Walter E. Washington Convention Center
    - Habitat for Humanity
  - 7 Nov Chapter Meeting - HUT
    - Election Vote
    - Present post with donation for Thanksgiving
  - 5 Dec Chapter Meeting - HUT
    - Announce election results
    - Holiday Helper
    - Visit McGuire Veterans Hospital
    - Wreaths Across America
  - 9 Jan 2019- Swear in elected new officers
  - 15 Mar 2019 – Crater Spring Warrant Officer Ball
- Items in yellow require clarity by quorum and Chapter Leadership

Memorabilia – CW4 Adriana Aldape			Monthly Totals		
Memorabilia Deposits			Monthly Totals		
DATE	AMOUNT	SOURCE	Month	Deposits	Sales
31-Jan-18	<u>\$1,200.00</u>	Memorabilia			
22-Feb-18	<u>\$650.00</u>	Memorabilia			
28-Mar-18	<u>\$1,300.00</u>	Memorabilia			
23-Apr-18	<u>\$2,200.00</u>	Memorbilia			
31-May-18	<u>\$500.00</u>	Memorbilia			
29-Jun-18	<u>\$640.00</u>	Memorbilia			



