

# **Marine Corps League** **Department of North Carolina**



## **Board of Trustees Meeting Minutes** **06 Jan 2023**

**Presided by: Commandant Ric Ledford**  
**Department of North Carolina**  
**Marine Corps League**

**Meeting start time: 1909**

**Meeting Location: Conference Call**

**A. BOT attendees**

1. Commandant – Ric Ledford
2. Sr. Vice Commandant – David Anderson
3. Jr. Vice Commandant – Reggie Sawyer
4. Judge Advocate – Bill Brown
5. Jr. Past Commandant – Rick Thomason
6. Paymaster – Scott Shermeyer
7. Adjutant – Laura Hamilton

**B. Subject of discussion**

1. Spring Membership Meeting; what is the status and how soon can we get information out to the Detachments –
  - Scott Shermeyer – This coming Tuesday, their detachment committee is meeting. Detachments and others need some training.
  - Laura Hamilton – as soon as they meet, I will need a POC and a few details to work up the information for approval before sending out to department.
  - David Anderson – having the zoom meetings for the Commandant’s Council will open up this time slot.
  - Bill Brown – we need to prioritize training.
  - Ric Ledford – we need items for training and only one per meeting. Maybe have the PowerPoint online so they can use this during the training zoom.
  - David Anderson – training on quarterly reports, rosters and transmittals.
  - Rick Thomason – in December he pulled a roster for his detachment. He reached out to National about the ones listed. They had received the transmittals but they were sitting there for processing. They have a backlog. They are weeks behind.
  - Ric Ledford – we need to make sure the correct forms are being used.
  - Reggie Sawyer – we need to encourage early renewal.
2. Detachment Game Plan - to get a sense of urgency instilled in our Detachments to make sure they are keeping up with their rosters, PLM audits and other compliance issues. Still having issues with folks not getting things turned in correctly or on time.

- Laura Hamilton – using current forms is an issue for some.
  - Scott Shermeyer – National messed up when they made the due date August 31<sup>st</sup> when National Convention is in August. Also, that they quit sending invoices. DVC's need training on the correct paperwork. There is just bad paperwork being done.
  - Bill Brown – he and Phil Randall had zoom training. They were good. Sometimes it was almost one-on-one. DVCs need to be on the February BOT meeting
  - Reggie Sawyer – should the DoNC send invoices?
  - Ric Ledford – this may not be a good idea, the detachment officers need to be held accountable.
  - Laura Hamilton – it would not be good as all annual dues are due August 31<sup>st</sup> and it has been for several years now.
  - David Anderson / Reggie Sawyer – we have not been holding the detachment's hands as we say we have in the past.
  - Laura Hamilton / Bill Brown – the discussion sounds like there is a failure in the training of the DVCs as to their job and being the face of the department for the detachments.
  - Scott Shermeyer – turn-over form when one person leaves a position would be good.
3. There are 5 candidates for the Finance Committee. I want to discuss that a bit more so we can develop an SOP for that committee.
- Ric Ledford – Bill Brown, Jim Hart, Robert Hare, Hank Kaczmarek, Phil Randall.
  - Discussion about the members and if it is good for an elected officer to sit on the committee. The paymaster will chair the committee.
  - Scott Shermeyer – if the members are engaged in the process, then I would estimate 10 to 12 hours each person between now and the convention. There will be education and discussion in the needs of the department.
  - All five BOT members recommended Jim Hart, Robert Hare and Hank Kaczmarek for the committee.
  - Ric Ledford – will contact each one and appoint them to the committee.
4. Changing Fiscal to July 1 to June 30

- Discussion on the current FY and when we typically have the convention to adopt a new budget. Also the IRS and NC SoS has a different year for us.
  - Scott Shermeyer – will write the bylaw change proposal. If approved, then he will work on the NCSoS and IRS changes.
5. AV Team expenses – how much to propose for line item
- Scott Shermeyer – if an outside organization uses our AV team, then they should pay all expenses.
  - David Anderson – this is opening a can of worms. Where do we stop on reimbursements? Why are other positions not compensated?
  - Ric Ledford – there are usually only a couple of individuals who do the department events.
  - Discussion about who is compensated and who is required to attend the department meetings.
  - This is something for the finance committee to discuss and look at.
  - Scott Shermeyer – email him with thoughts for the committee.
6. Reimbursements
- Scott Shermeyer – no one can approve their own expenses. There needs to be a request for every action for reimbursements.
  - Bill Brown – the IRS states the practice should occur within 60 days of the expense.
  - Scott Shermeyer – 30 days would be ideal. Otherwise it could be forgotten about.
7. Commandant's Council zoom meeting schedule
- David Anderson – for January hold it on Friday the 20<sup>th</sup> (third Friday).
  - Bill Brown – sent out an email for consideration either 3<sup>rd</sup> Wednesday or 3<sup>rd</sup> Friday.
  - Laura Hamilton – I will get this email forwarded for responses. I will also add the 4 elected detachment officers to the QRF.
8. National Convention
- There is an issue on the hotel reservations for the convention this year. National knows about it. If you have different rates than what we are supposed to have, email the reservation to

Jim Ransom, Convention Chair, for assistance. [jransom@uwt-inc.com](mailto:jransom@uwt-inc.com)

9. DVCs at the next BOT meeting.

No other topics discussed. Meeting was adjourned. 2049