

Marine Corps League **Department of North Carolina**



Executive Board of Trustees and DVCs Meeting Minutes 22 January 2024

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

**Meeting start time: 1908
Meeting Location: zoom call**

A. EBOT attendees

1. Commandant – Ric Ledford
2. Sr. Vice Commandant – Robert Hare
3. Jr. Vice Commandant – AJ Pitts
4. Judge Advocate – Bill Brown
5. Jr Past – Rick Thomason
6. Adjutant – Laura Hamilton
7. Paymaster – Scott Shermeyer

B. Subject of discussion

1. A/V audit resolution update
 - a. Ric Ledford – everyone is in consensus about the items bought.
 - b. AJ Pitts – a few expense requests which do not appear to have a verifiable reason. Food should not ever be reimbursed. Phone chargers are a personal item and not part of the equipment needed and should not be paid for.
 - c. Ric Ledford – the hotel / gas expenses – he looked at it as they were there to operate the A/V equipment for the department and not representing their detachment. This was looked at like any other staff expense. This is his responsibility. He signed off on the reimbursement.
 - d. AJ Pitts – there was almost \$1,000 worth of miscellaneous items total worth of items.
 - e. Bill Brown – a few things are missing, such as not having properly defined what is reimbursed for officers and other items. Food would not be included in reimbursement ever.
 - f. Ric Ledford – there are several areas of gray / ambiguous areas uncovered for many different items in the department which we have discussed that need fixed. Procedures need to be put in place on many levels.
 - g. Bill Brown – this is on many levels. Look at the recent rulings from National JA.
 - h. Ric Ledford - All equipment is accounted for.

- i. Rick Thomason – the money has been spent. Are we asking that Denny and Ted give the money back? He is OK with lodging and travel but not food.
- j. Bill Brown – there is about \$500 still due to Denny per request but some of these items noted will offset that request.
- k. Ric Ledford – do we tell them that the additional request is denied due to the other items and the time of the request.
- l. AJ Pitts – the phone charges, comfort mouse pads, other miscellaneous personal comfort items can be offset by the \$500 request of reimbursement. There should be a payback of the food bought of \$31. Everything else is accounted for. This needs to be brought before the membership.
- m. Robert Hare – the membership could come back and say that someone reviewed and approved the expense report and should have done a better job of it.
- n. AJ Pitts – if we break down to this point and explain it to the membership then this should be a done deal. This stuff was 2 or 3 years ago, those books are closed.
- o. Rick Thomason – AJ Pitts should be the one to explain this. He will pay the \$30 for the pizza if needed to keep the members.
- p. Rick Thomason – has any of this been sold.
- q. AJ Pitts – the second part of his report is about the few items we should keep for future meetings. These would be stand alone systems. One system for the video/projector and one for the audio. These should only cost up to \$400.
- r. Robert Hare – we just need to sell this stuff, anywhere to anyone.
- s. Ric Ledford – recommend Bill Brown write up the report. AJ Pitts helps with the language on the items he has a handle on.
- t. Bill Brown – why did we go with desktop units and not laptop units for portability.
- u. Robert Hare – there was a desire but no procedure in place to have oversight.

- v. Ric Ledford – we had a group of folks say they could put together a system and they knew something about it. We trusted them to do it.
- w. Bill Brown – this is why he said what he did in his report about having multiple quotes and a requirements document. A purchase order should have been made.
- x. Robert Hare – what happens if we don't sell all of this stuff?
- y. Ric Ledford – we get a motion to donate it.
- z. AJ Pitts – do we need a motion to just sell this stuff except for what we want to retain?
- aa. Bill Brown – yes, and if we can't sell it then we donate to other non-profit organizations.
- bb. Rick Thomason – Robert Hare to go through and pull out the few items needed for the projectors / screens / cables / powered speakers / wired microphones.
- cc. Laura Hamilton – suggested Robert Hare layout a system in his garage and inventory those items. This would be presented at Spring and get a final closure.
- dd. Bill Brown – will put parts of his, AJ Pitts, Robert Hare reports into a new report to be sent out to the department after a review by the EBoT.

2. Adjutant / Paymaster

- a. Laura Hamilton will be resigning.
- b. Scott Shermeyer is in the air. It may be advantageous to have an assistant paymaster for the administration side.
- c. Robert Hare will reach out to Scott and write up an email to be sent out

No other topics discussed. Meeting was adjourned. 2002.