

MEMORANDUM FOR NGA-NE Board of Governors

FROM: Scott Henrickson – Secretary

SUBJECT: Minutes of Board of Governors Meeting on February 11, 2014

1. The National Guard Association of Nebraska (NGA-NE) conducted its monthly Board of Governors (BOG) meeting February 11, 2014 at Brewery's Restaurant, Lincoln, NE.

Ex-Officio	Maj Gen Bohac	Absent
*President	COL Brett Andersen	Present
*Vice-President	Col Bob Stevenson	Present
*Secretary	MAJ Scott Henrickson	Present
*Treasurer	2LT Doug Carlson	Absent
*Executive Director	Dennis Hayward	Present
*Past-President	Col Keith Schell	Present
JFHQ-NEANG	VACANT	Absent
170 th OSS	Maj Chris Shannon	Present
155 th ARW	Maj Nicole Nuss	Present
155 th Maintenance Group	Capt Bobby Blessington	Absent
155 th Mission Support Group	Cap David Storm	Absent
155 th Operations Group	Capt Joe Remmenga	Absent
ANG Company Grade Rep	Capt Jim Otte	Absent
*ANG Retiree Rep	Lt Gen (Ret) Roger Lempke	Absent
JFHQ –NEARNG	MAJ Jan Behn	Absent
92nd Troop Command	MAJ Brett Petit	Absent
67 th BfSB	LTC Brent Flachsbart	Present
734 th Transportation	LTC Chris Weskamp	Absent
209 th RTI	COL Kevin Lyons	Absent
126 th Chemical Battalion	CPT Guinio Volpone	Absent
Med Det	MAJ Sam Keech	Absent
110 th Medical Battalion	1LT Jennifer Myers	Present
402 nd MP Battalion	1LT Jessica Wolff	Absent
376 th Aviation Battalion	CPT William McGreer	Absent
134 th R&S Battalion	LTC Jeffery Kilgore	Present
ARNG Company Grade Rep	1LT Vicki Kramer	Present
ARNG Warrant Officer Rep	CW2 Dustin Guenther	Present
ARNG Retiree Rep	CW5 (Ret) Bill Nelson	Absent
*Legislative Chair	LTC Craig Strong	Absent
*Membership Chair	CPT Russell Barthalow LTC Thaddeus Fineran	Absent Absent
Officer Club Coordinator	MAJ Scott Henrickson	NA
State Conference Chair	VACANT	NA
EANGUS Rep	SGM Shawn Griffith	Absent
Insurance Rep	Dennis Hatfield	NA

2. Brett Andersen welcomed everyone.

3. President's Report –

a. NGA-NE 2014 mailer will be sent out within the next two weeks and contain four pages:

- (1) Spring Conference information including golf, business meeting, awards and banquet
- (2) Message to Officers for CY14
- (3) TAG Letter to Senators
- (4) NGAUS 14 Flyer
- (i) Will look to send 1-ANG and 2-ARNG Company Grade Representatives.

b. Everyone is highly encouraged to attend February Officer's Book Club on February 20, 2014 with Maj Gen Bohac hosting.

4. Secretary's Report: January 28, 2014 Executive Committee Meeting Minutes submitted to Executive Committee on January 29, 2014 and can be viewed on the NGA-NE website.

5. Treasury Report

a. Update: Total expenses budgeted \$91,770.00: FY to date-\$29,377.51; Projected by end of FY-\$91,580.44 (see attached income and expense report)

b. Tax Status:

(1) Working with Rob Shafer on 501(c) (3) and (19) status and look to become compliant in near future. Expect IRS fee of about \$800.

c. Foundation Status:

(1) Will work with attorney to set up NGA-NE Foundation
(2) Foundation name will be National Guard Association of Nebraska and purpose is Higher Education and Beneficiary funds.

d. Will look to have an external entity conduct a financial audit.

6. NGA-NE Executive Report:

a. Membership

(1) National website still in beta phase and will remain so until this June. Therefore, both state and national dues will be collected in same manner as previous years.
(2) 2014 Memberships: National: 24/2-Life, State: 21/ 2-Life, Comps: 80-2nd year.
(3) Will issue Life Membership cards.

7. Legislative Committee Update:

a. National Guard Legislative Breakfast occurred on February 4, 2014 at the State Capital.

- (1) Bob Stevenson and Roger Lempke provided a presentation to the Senators.

8. 2014 Annual State Conference April 25-26

a. Golf: HiMark (April 25)

(1) POC: Dustin Guenther and registration will be through Eventbrite.
(2) Discussion was made to charge NGA-NE members \$65 and non-members \$75. Motioned, seconded and approved.
(3) Sponsors: Brett Andersen, Brent Flachsbart, and Dustin Guenther will draft a sponsorship package to encourage increased sponsorship participation.
(4) There will be a \$10,000 hole in one prize.

b. Business Meeting (April 26): will occur at JFHQ. POC: Brett Andersen

(1) Speakers: Grace Wasbourne: Legislative Affairs Manager, Joint Programs and Domestic Operations. Brett Andersen will visit with Al Burnt on invitation to other state and county agencies.

(2) Agenda will be similar to last year's meeting.

- c. Banquet (April 26): Will occur at the Wick Alumni Center. POC: Chris Shannon.
 - (1) Speaker: Look to invite Governor Heineman. Will need to prepare a 5-W paper for Maj Gen Bohac to invite Governor Heineman. Look to present him an award as well.
 - (2) Award Nominations will be due 45 days prior to the banquet:
 - i. NGA-NE Volunteer of the year
 - ii. NGA-NE Corporate Sponsor of the year
 - iii. Senator Ben Nelson Award
 - (3) Discussion was made on the venue being at the Wick Alumni Center, meal being catered by Misty's with a sliding scale cost to attendees similar to last year. Motioned, seconded and approved.

9. Old Business:

a. Nelson medallions: Order will be reduced from 25 to 10 with a cost of \$125/medallion. Will be ordered this week.

b. NGA-NE pins: Discussion was made regarding ordering 1000 NGA-NE pins in preparation for this year's National Conference and other NGA-NE activities. Motioned, seconded and approved.

10. New Business-

a. 2014 NGAUS Planning Conference attended by Bob Stevenson and Dennis Hayward. (see attached report from Bob Stevenson)

(1) 2014 NGAUS Conference is August 22-25 in Chicago. Travel: Will charter a bus for conference attendees. More information will be provided at next BOG meeting.

(2) 23 rooms and one "State Suite" reserved at the Hyatt Regency.

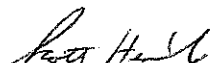
b. NGA-NE Scholarship Program: Will look once again to start offering merit based scholarships to members and/or their families. Further discussion will take place once the NGA-NE Foundation is set up.

c. NGA-NE Executive Director position. A motion was made concerning the Executive Director position in regards to restructure and possible realignment. In the interim the Executive Director will be paid \$500/month through April at which time the position will be readdressed. Motioned, seconded and approved.

11. Event Update:

a. February Officer's Book Club will be on February 20, 2014 with Maj Gen Bohac hosting.

12. Meeting Adjourned


Scott Henrickson
Secretary, NGA-NE

BUDGET FOR NGA-NE FY 14 (1 JULY TO 30 JUNE)				FISCAL YEAR 2014 INCOME				PROJECTED AT END FY14			
INCOME	Budgeted	Actual FY to Date	% to Date	Amount	% Received	Amount	% Received				
Corporate Sponsor	\$7,000.00	\$1,150.00	16.43%	\$7,000.00	100.00%	\$7,000.00	100.00%				
Golf Tournament Income	\$18,000.00		0.00%	\$18,000.00	100.00%	\$18,000.00	100.00%				
Insurance Income	\$15,000.00	\$4,222.02	28.15%	\$15,000.00	100.00%	\$15,000.00	100.00%				
AGAU											
Membership Dues	\$30,000.00		0.00%	\$30,000.00	100.00%	\$30,000.00	100.00%				
NGAUS Nat'l Conference Attendee Fee	\$4,000.00		0.00%	\$4,000.00	100.00%	\$4,000.00	100.00%				
NGAUS Rebate for early membership	\$700.00		0.00%	\$700.00	128.57%	\$900.00	128.57%				
Spring Conference Registration	\$3,400.00		0.00%	\$3,400.00	100.00%	\$3,400.00	100.00%				
Senior Leader's Update Dinner	\$1,300.00		-	\$1,300.00	-	\$1,300.00	-				
Tailgate Party Reimbursement	\$200.00			\$200.00	-	\$200.00	-				
TOTAL INCOME	\$79,600.00	\$5,372.02	6.75%	\$79,600.00	100.25%	\$79,800.00	100.25%				
FISCAL YEAR 2014 EXPENSES				PROJECTED AT END FY14							
EXPENSES	Budgeted	Actual FY to Date	% to Date	Amount	% Spent	Amount	% Spent				
Advertising	\$700.00	\$0.00	0.00%	\$700.00	100.00%	\$700.00	100.00%				
Collections (PayPal) Fee	\$300.00		0.00%	\$300.00	100.00%	\$300.00	100.00%				
Membership Incentive	\$1,000.00		0.00%	\$1,000.00	100.00%	\$1,000.00	100.00%				
AGAU											
Donations/Grants	\$3,000.00	\$289.19	9.64%	\$3,000.00	100.00%	\$3,000.00	100.00%				
Officer's Club	\$600.00	\$237.10	39.52%	\$600.00	100.00%	\$600.00	100.00%				
Tax Accountant	\$500.00	\$0.00	0.00%	\$500.00	100.00%	\$500.00	100.00%				
Tailgate	\$800.00	\$633.19	79.15%	\$633.19	79.15%	\$633.19	79.15%				
Leadership Lincoln	\$850.00	\$850.00	100.00%	\$850.00	100.00%	\$850.00	100.00%				
Phone	\$160.00	\$86.42	54.01%	\$160.00	100.00%	\$160.00	100.00%				
Executive Director											
Admin Services	\$18,000.00	\$12,500.00	69.44%	\$18,000.00	100.00%	\$18,000.00	100.00%				
ED Conference Attendance	\$2,000.00		0.00%	\$2,000.00	100.00%	\$2,000.00	100.00%				
Internet Service Provider											
lpad 3G Service	\$360.00	\$180.00	50.00%	\$360.00	100.00%	\$360.00	100.00%				
Firespring	\$1,200.00	\$875.00	72.92%	\$1,200.00	100.00%	\$1,200.00	100.00%				
Legislative Lunch	\$1,100.00	\$425.00	38.64%	\$1,100.00	100.00%	\$1,100.00	100.00%				
Legislative Service	\$3,000.00		0.00%	\$3,000.00	100.00%	\$3,000.00	100.00%				
National Dues to NGAUS	\$24,000.00	\$646.00	2.69%	\$24,000.00	100.00%	\$24,000.00	100.00%				

EXPENSES		Budgeted	Actual FY to Date	% to Date	Amount	% Spent
NGAUS National Conference						
NGAUS Convention Attendance	\$3,800.00	\$3,135.00	82.50%	\$3,800.00	100.00%	
NGAUS Hospitality Suite	\$3,800.00	\$96.00	2.53%	\$3,800.00	100.00%	
NGAUS Travel	\$8,600.00	\$8,577.25	99.74%	\$8,577.25	99.74%	
NGAUS Pins	-					
PO Box Fee	\$100.00	\$0.00	0.00%	\$100.00	100.00%	
Senior Leader's Update Dinner	\$1,300.00	\$0.00	0.00%	\$1,300.00	100.00%	
Golf Tournament	\$9,500.00	\$0.00	0.00%	\$9,500.00	100.00%	
Spring Conference	\$3,400.00	\$0.00	0.00%	\$3,400.00	100.00%	
Awards	\$1,000.00	\$0.00	0.00%	\$1,000.00	100.00%	
Supplies	\$500.00	\$26.32	5.26%	\$500.00	100.00%	
Mailings	\$700.00	\$0.00	0.00%	\$700.00	100.00%	
Travel	\$1,000.00	\$821.04	82.10%	\$1,000.00	100.00%	
Accounting & Antivirus Software	\$500.00	\$0.00	0.00%	\$500.00	100.00%	
	\$91,770.00	\$29,377.51	32.01%	\$91,580.44	99.79%	
ASSETS						
Bank Accounts						
Cornhusker Bank Checking	\$46,710.77				CB CD Nov 2013	
PayPal Balance	\$4,309.69				Matured 11/16	
Total Bank Accounts	\$51,020.46			\$49,601.06	\$ 41,747.62	
	Total Current Assets:	\$100,621.52		\$49,601.06		
Additional Expenses						
NGEDA Conf	\$ 500					
FY15 Conf	\$ 2,500					

17 January 2014

FROM: NGA-NE President Elect

SUBJECT: After Action Report on 2013 NGEDA Conference

TO: NGA-NE Executive Committee and Board of Governors

OVERVIEW: I attended the 2013 NGEDA Conference in Chicago, IL from 13-16 January. The conference included selection of our hotel for the 2014 NGAUS Convention, a General Business meeting, three break-out training sessions and a key note address by former CSAF, Gen (ret) Ron Fogleman.

TRAINING: I attended the Association 101, Association Management, Joint Ethics and the Corporate Programs Training sessions. Takeaways: Clear Understanding of Board responsibilities should be reviewed annually to remind continued BOG members of their obligations/liability but also to train new members. Executive Director status should be in writing for legal clarity of responsibilities and because the ED can put the BOG in legal jeopardy by his/her actions. Charter, By-Laws Federal and State Law requirements must be met. Large and Small business wish to support and do business with your State Association and your state; provide them that avenue, treat them well when they visit/support you. Maintaining your Tax Status is imperative and can limit your effectiveness if lost, as well as get your Association and BOG in trouble with the IRS.

HOTEL SELECTION: Nebraska was 28th to select their hotel this year. An initial discussion by Big 10 States resulted in a tentative agreement. Once selections started, those agreements dissolved. I gathered a Western Big 10 coalition of MN, WI, IA, IN and NE, (IL opting out due to hosting the Conference) and offered that should a large suite still be available when NE's selection turn arrived, NE would take it if the other states would pay a portion of the nightly cost. They agreed. All large suites were gone upon NE's Selection time. NE put a \$2500 deposit on 23 standard rooms and one ~700 sq/ft "State Suite" at the Hyatt Regency. Room Costs at ~~\$166~~ and \$275 per night respectively. The Hyatt is the largest and most modern hotel on the list and it is also on the McCormick Center Shuttle line. The other 3 hotels are about ¼ mile from that line. The Hyatt is next door to Navy Pier and 2 blocks from the Magnificent Mile. The McCormick Center is approximately 2 miles from all the hotels. In 2015, a single hotel at the Nashville NGAUS Convention will be used; NE will select its rooms and suite 38th in the selection order, attendance may not be necessary.

TRANSPORTATION OPTIONS: A free shuttle To/From the Hyatt and the McCormick Center will be provided by NGA-IL. Travel from NE to Chicago Options for consideration;

- 1) Every attendee responsible for their own transportation – Round trip airfare is \$200-400 per person. Shuttles cost \$48 round trip per person from O'Hare/Midway. Taxi's are \$40-50

each way. Parking at the Hyatt is Valet Only and costs \$59 per day. You may Park at the McCormick Center for \$25-30 per day and shuttle to the hotel.

- 2) NGA-NE Lease a charter coach bus To/From the Conference and keep the bus provide around town for NE scheduled or private events.
- 3) NGA-NE Lease a charter coach bus only TO the conference with attendees arranging their own return. The bus would not remain with the attendees through the week.
- 4) NGA-NE coordinates AMTRAK Train Travel To/From the Conference. Union Station is ~ 10 min from the Hyatt. (\$200-\$320 Round Trip, leaves at 0300 arriving at 1500.)

MY EXPENSES FOR THIS TRIP: Airfare - \$190.80, Hotel - \$555.24, Shuttle To/From Hotel - \$48, Parking at Eppley - \$27 TOTAL - \$821.04 (Receipts attached)

OVERALL IMPRESSIONS/RECOMMENDATIONS/FOLLOW UP: This trip opened my eyes to the myriad of larger, smaller, better run, worse run, and potentially dysfunctional Associations with whom we are partners. The NGEDA acts in many ways like the Executive Committee arm of NGAUS (Think HAMAS and PLO). Prices in Chicago are extremely high so whatever we can take from the local economy here for our suite there would be a savings. We need to strengthen Association to Association relationships. We need a Company Grade peer to peer membership drive. We need to establish sponsorship relationships with product vendors we already use and vendors we potentially want to use. I Believe the NGA-NE Executive Committee and subsequently the BOG, should discuss the following COA's:

- 1) Pins, polos and/or hats for NGA-NE NGAUS Convention Attendees
- 2) Coordinated Hospitality party with Big 10 or Western Big 10 states in an outside venue (Day-Cruise boat, restaurant, etc)
- 3) Coordinate State Hospitality Suite offerings to members
- 4) Coordinate what to "pass out" to the masses during State Roll Call
- 5) Coordinate and market a package deal to NGA-NE members including a transportation option outlined above, room, suite access, pins, polo, hat, etc
- 6) Consider opening Spring Conference meeting to DOMOPs local and state agency partners to increase buy-in from those partners and also increase the attractiveness of the event to potential industry sponsors. (Cobham Aerospace, DRASH, any other potential vendor wishing to do business with NE civil authorities but with Military compatible equip, etc)

Please contact me with questions or clarification of any issues enclosed.

Bob Stevenson
President Elect, NGA-NE