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| usafmn-logo | **January 11, 2014****10 A.M.****Fort Snelling Officers’ Club** |

**Minutes from this meeting 1/11/14**

**ATTENDEES:**

**Class of 2014** – Jean and Mark Cady (Andrew), Kim Landecker (Nate), Elise and Woody Kingman (Ned), Mary Herbst (Alec), Sue Jantscher (Helen and William ’16), Karen Larsen (Jen),

Steve and Karen Haybook (Amy), Kate Clinton (Hailey), Sandra Reichel (Charlie). **Class of 2015** – Beth Stout (John), Cindi Miller (Jonathan). **Class of 2016** – Terry and Kevin Field (Shannon), Heather and Mark Getty (Summer),

Scott Johnson (Spencer).

**Class of 2017** – Jennifer Wilken (Hannah), Liisa and John Holm (Eric), Mike Neubeck (Travis).

**Call to Order/Welcome: Jean Cady**

**Approval of November 2, 2013 minutes: Liisa Holm**

Liisa Holm called for approval of the minutes from the November 2, 2013 MN/USAF Academy Parents Club meeting. One printed copy of the November 2013 minutes was available for members to read or reference as needed. The minutes were approved.

**ALO** **Report: Major Jake Zender**

Major Jake Zender was unable to attend the meeting.

**Reports, Updates & Business Items:**

**1. Treasurer:** **Mary Herbst**

a. Annual report to Attorney General Office for Charitable Organization

The Annual report to the Attorney General to maintain 501 status must be filed by July 2014.

b. Certificate of Exemption – storage and use

The Certificate of Exemption will remain in the Treasurer’s storage box. It may be used when purchasing items for the USAF Academy Parents Club events.

c. Noted – The Treasurer provided the Reconciliation Summary to the secretary for filing purposes. The ending balance of $15,582.13 as of 12/31/13 was reported to the club.

Currently there are four boxes of documents related to the Treasure’s position, dating back to 2004.

It was agreed that documents be retained seven years and then shredded.

Mary brings the checkbook to each meeting, so bring your receipts in for immediate reimbursement, or continue to mail them to her.

**IMPORTANT:** The need is urgent for a volunteer to step up into the role of treasurer. Mary would like to train the new treasurer before she leaves the position in May.

**Please contact Mary at** **meagher1963@aol.com** to discuss this opportunity.

**2. Cookie Packing Report: Mark Cady**

Tom Ferguson, a Delta pilot was able to negotiate a very good rate to ship all of our cookie/treat boxes via Delta Air to our USAFA MN Cadets and Dignitaries in December. Jen Larsen, ’14, picked up the boxes at the DIA airport and distributed them with the help of Summer Getty, ’16 and others at USAFA. Many thank you notes were received.

**3. BioBoard - Pictures and questionnaire request: Mark Cady**

Parents of Senior cadets are encouraged to email graduation photos of their cadets to Mark Cady. Also, Mark will email a questionnaire to the seniors. Mark will assemble the photos and the questionnaire answers onto a Bioboard for display at the Spring Banquet, and at the Orientation for the class of 2018.

Mark Cady’s email address is: mark.cady@honeywell.com

**4. Spring Banquet planning: 2016 Parent Reps (Kevin and Terry Field, Heather and Mark Getty)**

The Spring Banquet will be held at the Olympic Hills Golf Club in Eden Prarie, on April 26th.

The Silent Auction and raffle baskets at the Spring Banquet provide both entertainment and a chance to socialize. The donations of goods and services for this auction has been the best source of revenue for our USAF Academy Parents Club. Currently we do not have a donation coordinator for this position. The majority of all donations must be obtained by mid-March.

There is a letter on file to help in soliciting funds - email Woody (wkingman@tealwood.com)

Past contributors have included the AOG, the Target Corporation, hotel stays, personal cabin stays and sporting events. If you have something personally to contribute, or a connection, please let the 2016 parent reps know.

**IMPORTANT:** A parent volunteer to fill the position of “Silent Auction Donation Coordinator” would be greatly appreciated. In years past, the Silent Auction Donation Coordinator has managed to obtain donations of services and merchandise through creative networking. Our current account balance is largely due to the success of past silent auctions. Our goal is to MAINTAIN the current balance in excess of $15,000.

A Guest Speaker for the Banquet dinner is also needed – It was pointed out that today it is more difficult than in years past to obtain a speaker. USAFA used to provide the speaker and pay their travel expenses, but with the budget constraints at the Academy, this is no longer possible.

A suggestion was made to contact Lt. Colonel Tom Zupanicich, the guest speaker from last year’s Spring Banquet. Although retired, he may enjoy another opportunity to speak. Another idea was to contact the dignitaries who sent ‘thank you notes” for the December cookie/treat boxes at USAFA.

The 2016 Parent Rep Coordinators need the most current list of mailing addresses for cadets.

Elise will email these to Terry Field ASAP.

**5. Orientation planning: 2015 Parent Reps (Beth Stout)**

The Class of 2018 Orientation most likely will be held on Saturday, May 17th, 2014, at 9 a.m.

The location is tentative, but we are hoping it can be held right here at the Officers Club in the upstairs ballroom. Mark Cady will verify the location and Beth Stout will confirm the date.

**6. Open positions in the club:**

Treasurer/membership registrar, Silent Auction coordinator, 2017 Representative

(Contact the class of 2017 Representatives).

**7. Club address - need volunteer for club address (physical address)**

Liisa Holm (secretary) will provide a physical address until May of 2017.

4512 Xerxes Avenue South, Minneapolis, MN 55410

**8. Athletic liaison proposal: Mike Neubeck**

Mike encourages us to let him know if any clubs, groups or teams will be competing in Minnesota, and he will contact those coaches about any needs the cadets might have. He recently provided 15 Minnesota gift bags to our USAFA Women’s Gymnastics team, and organized a group of Minnesota parents to attend the meet at the U of M on Saturday, January 11th. Jean Cady related how rewarding it was to provide a meal to her sons cycling club, and encourages others to offer a meal in their homes when a traveling team comes to town.

**9. Alumni parents: Elise Kingman**

Elise maintains the Alumni mailing list for invitations to three events: Parent’s Night Out, Mom’s Night Out and the Spring Banquet. Every fall she has asked the alumni via email if they wish to continue to receive notification of Parent Club events. This helps to keep the list tight, as postage is expensive.

**10. February meeting – Graduation: Kim Landecker**

Kim mentioned that Alumni parents will be attending the February meeting on 2/1/14, to offer guidance to those with graduating seniors.

Kim spoke about the activities leading up to Graduation, which will occur on Wednesday, May 28th, culminating about 2 p.m. with a flyover or show by the Thunderbirds. Traffic will be slow all the way to Denver, so plan your air travel for an evening departure.

April’s Parents Club meeting will feature Kim Landecker’s son, Zachary, a 2010 USAFA graduate who has recently returned from deployment duty to Afghanistan. He will discuss post-graduation life and his experience with deployment.

**11. Moms’ night out - Saturday, February 8, 2014: Cindi Miller**

Cindi provided flyers about the 9th Annual Mom’s Night Out/Overnight to those attending the meeting. Additionally, she sent invitation by email to 41 parent’s club members to RSVP by 1/17/14.

The location is at The Plymouth Playhouse to see the play “The Last Potluck Supper” at 3p (check-in at 2p) with dinner at the Green Mill Restaurant afterwards at 5:15p. Social time follows at 7p. If interested, a time of prayer followed by lunch begin at ten a.m. Want to stay overnight? There is a deal waiting for you on that as well. Contact Cindi at 763-785-1267 or jcjhm@msn.com.

**11:05-11:25**  **Cadet sharing**

**11:25 -11:40 Final Comments:**

Motion made and carried on two items;

1.) To donate $500 to the Academy Ball for this past 2013 year.

2.) To donate $500 to the Rando Fund for the 2014 year.

**11:45 Adjourn**

**Minutes respectfully submitted by Liisa Holm, secretary.**

**Upcoming Meetings & Events:**

**Feb 1** Club meeting, 10 am, Officers’ Club, Topic: “Graduation Planning”

**Feb 8** Prayer Meeting, 10 am (this meeting will correlate with our mom's overnight)

**Feb 8** Mom’s Night Out – 2 pm; Plymouth Playhouse and 5:15 pm; Green Mill Restaurant.

**Feb 13** Parents’ Night Out, 7 pm, Biaggi’s Restorante Italiano, Maple Grove

**March 1** Club meeting, 10 am, Officers’ Club, Executive Meeting

**March 13** Parents’ Night Out, 7 pm, The Local, Minneapolis

**March 20** Prayer Meeting, 10am at Sue Bethke's home in Mahtomedi - we'll go out for lunch after

**April 5** Club meeting, 10 am, Officers’ Club, Topic: “Alumni – Kim Landecker’s son, Zach – class of 2010”.

**April 10** Parents’ Night Out, 7 pm, Crave, Edina Galleria Mall

**April 24** Prayer Meeting at Cindi Miller's home in Coon Rapids - 5:30 supper, 7pm prayer

**May 3**  Club meeting, 10 am, Officers’ Club, Topic: “Year-end wrap up”

**May 8** Parents’ Night Out, 7 pm, Boca Chica Restuarante, St. Paul

**Mark your calendars:**

**April 26** Spring Banquet, Olympic Hills Golf Club, Eden Prarie

**May 17** New Cadet Orientation, Class of 2018, Officers’ Club

*The purpose of the USAFA Parents’ Club of MN is to promote the well being of the Minnesota cadets at the Air Force Academy and Prep School, and to support their families.*

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