

23rd Infantry Regiment Tomahawk Association
Organizational Meeting
20 March 2014

1. Call to Order: James Mapes

2. Approval of 17 March 2014 Executive Committee Minutes and 8 January 2014 minutes by consent.

3. President's perspective: James Mapes

4. Chipyong-ni ceremony AAR: Chuck Main, Mike Kendall, Charles Burt

5. Program and Activity Plans

6. Linkage to Fort Carson

7. Membership task updated: Mike Land, Mike Robinson, Ryan Grams, Jake Kennec

8. Marketing/Communications task update: Cliff Peterson, John Blue, Eric McMillan

9. Financial task update: Ryan Grams

10. External task update: Mike Kendall

11. Initial membership meeting: Jim Mapes

12. Insurance task update: Jim Mapes

13. New Business: James Mapes

14. Next meeting: James Mapes

15. Adjournment: James Mapes

23rd Infantry Regiment Tomahawk Association
Interim Officer Positions
11 February 2014

The following positions are specified in the Constitution and By-Laws and this SOP. The incumbent listed is current as of the date indicated on the first page of this SOP.

Elected Position Incumbent

Term Expires

President - Jim Mapes
Vice President -
Secretary – Mike Kendall
Treasurer – Ryan Grams
Trustee – John Blue
Trustee – Cliff Pederson
Trustee – Alan Russell
Trustee – Mike Robinson

Appointed Position

Term Expires

Programs and Activities: Charles Burt
Nominations and Elections Chairman
Awards and Recognition
Auditor
Chaplain
Assistant Treasurer: Jake Kemnec
Editor of THE TOMAHAWK --Eric McMillan
Webmaster – John Blue
Historian – Curtis James
Database Administrator – Mike Robinson
Custodian Of Memorabilia – Curtis James
Constitution and By-Laws Chairman – Mike Kendall
Membership Chairman – Mike Land
Public Relations Chairman – Cliff Pederson
1st Battalion Assistant Secretary/Treasurer – Alan Russell
2nd Battalion Assistant Secretary/Treasurer – Cliff Pederson
4th Battalion Assistant Secretary/Treasurer - Chris Beecham/Chris Fultz
Immediate Past President

Advisory Board Position

Term Expires

HCOR – Joe Stryker
HSGMOR – Chuck Main
1st Battalion Liaison – Benjamin Dalton
2nd Battalion Liaison – Chris Johnson
4th Battalion Liaison – Tony Caristi

23rd Infantry Regiment Tomahawk Association
Organizational Tasks
11 February 2014

External Items--Mike Kendall

1. WA state incorporation renewal
2. Contact with 23rd Regt Association Korea War Branch
3. JBLM renewal and audit
4. Request for 501 (C) 19 status from IRS
5. WA state Dept of Revenue requirements
6. Official records

Internal Tasks:

1. Membership--Mike Land, Michael Robinson

Membership eligibility, documentation, background checks, discharge criterion

Founding and charter members

Membership application form (IRS guidelines), note Gold Star family members

Membership card

Membership database

Membership development plan

Initial items given to members

Release of personal information

Corporate sponsorship

2. Financial-- Ryan Grams

Banking accounts

Accounting software/process

Methods for members to pay dues

Post office box access, non-profit postal rates

Budget

Allocation of life member dues

Official membership roster--internal and external

IRS documentation per Pub 3386

3. Insurance--Jim Mapes

Liability and directors and officers (errors/omissions) insurance

Bonding of treasurer

4. Marketing/Communications --Cliff Peterson, John Blue, Eric McMillan

Association website and social media

Link Association and Official websites

Public relations plan

Communications with members

Association address and contact

Link to existing Tomahawk groups on web and social media

Information flow to and from battalion Assistant Secretary/Treasurers

Ads in veteran service organization publications

5. Initial membership meeting

Initial business meeting--Jim Mapes

End of interim officer tenure and election of officers--

6. Program and Activities Task

Recurrent events

Founding Day events

Chip-yong-ni events

Competitive cups

Tomahawk monument

Commander/CSM/liaison perspective

Assistant Secretary Treasurer comments