



## COMMEMORATIVE AIR FORCE

### GENERAL STAFF MINUTES

October 7, 2016

The Commemorative Air Force General Staff convened in a regularly scheduled meeting on Oct. 7, 2016 at the Magnolia Hotel Dallas Park Cities, Dallas, Texas.

General Staff members participating: Rick Bell; Randy Buttram; J. W. Don Johnson (via phone); Bob Lawrence; Larry Lumpkin; Mark Novak; Gerald Oliver; Kim Pardon; Doug Rozendaal; Randy Wilson

General Staff members absent: David Pasahow

Others present: Stephan Brown, CEO; Floyd Houdyshell; Steve Buss; Donna Blalack; Bill Shepard; Rozelyn Beck; Leah Block; David Oliver; Jim Lasche; Bob Stenevik; Brad Pilgrim; Neils Agather; Deena Clausen; Dennis Fennessey; Dennis Schell; Philip Beegle (4 p.m.), via phone Adam Smith

#### **CALL TO ORDER**

Wilson, acting Chief of Staff, called the General Staff meeting to order at 1:07 p.m.

#### **QUORUM CALL**

Wilson assured a quorum was present.

#### **MINUTES**

**Motion by Novak to approve the minutes of Sept. 9, 2016. Second by Lumpkin. Motion approved without objection.**

#### **MONITORING REPORTS**

##### **Financial Dashboard**

Houdyshell presented the dashboard.

##### **Operations Update**

D. Oliver reported on the status of the fleet and the *That's All Brother* restoration and Central Texas Wing involvement. The wiring project is the next step with the funds that come in.

Oliver also discussed the culture of safety, the drug program audit, Wings Over Dallas and the recent formation clinic at HQ.

### **National Airbase Update**

Smith presented the update. He urged the General Staff to attend the VIP event on Thursday prior to Wings Over Dallas.

Brown informed the board that HQ has signed two parts of the Dallas lease and the third part is ready to be signed. Brown asked if there were any objections to signing that part of the lease. There were none. It will be signed as is and then Aviation/HQ will go back to the City Council for the extension.

Brown related that he, D. Oliver and members of the Central Texas Wing (which included Deena Clausen) visited with the Ed Rachal Foundation the night before and briefed their board on the status of *That's All Brother*. He and Clausen were notified during this board meeting that the \$3M funding was approved by the foundation.

### **National Airbase Corporate Strategy**

Brown led discussion in which he recommended moving the National Airbase under the board of the American Airpower Heritage Museum (AAHM). He sought out advice from experts whose guidance had led him to this recommendation. Houdyshell explained the financial condition of the AAHM. Brown also recommended Neils Agather be the Chair of that board. The General Staff will discuss how the Airbase will be organized early in 2017.

### **WASP Initiative**

Brown talked about the new WASP Squadron, led by Debbie King, and the location of a WASP provenance T-6 that the CAF can purchase. Brown is working with the owners (all CAF members).

Shepard made a presentation on the progress of the WASP initiative.

### **Fundraising Update**

Beck made her presentation mentioning the WASP, the fundraising plan for 2016, direct mail, grant program and an update to the CAF Privacy and Terms of Use.

### **American Airlines Skyball**

Brown briefed the board on a veteran's program fundraiser held by American Airlines and how the CAF can participate and be a benefactor. The CAF could be a focus of next year's event.

### **12 Planes of Christmas**

Block covered the 2016 12 Planes of Christmas plan. She will host a webinar for the units on Nov. 2<sup>nd</sup>.

Bell stated that he has a buyer for the Sea Fury, N15S, and confirmed permission to sell it.

**Motion by Buttram to recess at the call of the chair. Second by Lumpkin. Motion approved without objection.**

**General Staff Meeting  
Oct. 8, 2016  
8:30 a.m.**

The Commemorative Air Force General Staff reconvened in a regularly scheduled meeting on Oct. 8, 2016 at the Magnolia Hotel Dallas Park Cities, Dallas, Texas.

General Staff members participating: Rick Bell; Randy Buttram; J. W. Don Johnson (via phone); Bob Lawrence; Larry Lumpkin; Mark Novak; Gerald Oliver; Kim Pardon; Doug Rozendaal; Randy Wilson

General Staff members absent: David Pasahow

Others present: Stephan Brown, CEO; Floyd Houdyshell; Steve Buss; Donna Blalack; Bill Shepard; Rozelyn Beck; Leah Block; David Oliver; Jim Lasche; Bob Stenevik; Brad Pilgrim; Deena Clausen; Dennis Fennessey; Dennis Schell; Philip Beegle, via phone Adam Smith

**CALL TO ORDER**

Wilson, acting Chief of Staff, called the General Staff meeting to order at 8:38 a.m.

**QUORUM CALL**

Wilson assured a quorum was present.

**Unit Satisfaction Survey Follow Up**

(A survey of Unit Leaders was recently undertaken by Pasahow, Wilson and Lawrence. They attempted to contact 50 leaders and succeeded in speaking to 39. The survey looked for needs the units might have for Headquarters assistance. Items often mentioned were advice on fundraising, marketing, membership information, recruiting and retention, technology and inter-unit communication. Overall the reception by leaders was positive and they appreciated the calls. Taken from the July 16 minutes.)

**Ad Hoc Committee Reports**

**Members, Units, Programs and Services**, members; Lawrence, Pardon, Buttram, Wilson. Lawrence gave a report of the things discussed by the committee.

**Aircraft Operations** Members: Lumpkin, Bell, Rozendaal. Lumpkin advised that the board was satisfied with Operations.

**Finance:** Novak asked if the board was happy with the financial dashboard. Also asked if they liked the Fundraising Plan. The board was pleased with both.

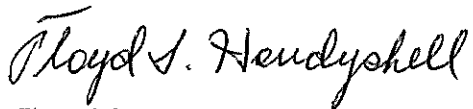
**Governance:** Wilson stated that the subject would be held for December when Pasahow and new board members could be in attendance.

**January 2017 Meeting Date**

The board chose January 6-7 for their meeting date.

**Motion by Lumpkin to adjourn. Second by Pardon. Motion approved without objection.**

Respectfully submitted,



Floyd S. Houdyshell  
Secretary/Treasurer