



COMMEMORATIVE AIR FORCE

GENERAL STAFF MINUTES

January 15, 2016

The Commemorative Air Force General Staff convened in a regularly scheduled meeting, following a morning retreat, in Dallas, Texas January 15, 2016.

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

Others present: Stephan Brown, CEO; Bob Stenevik; Floyd Houdyshell; Bill Shepard; Steve Buss; Donna Blalack; Adam Smith; David Oliver; Keegan Chetwynd; Jim Lasche; Neils Agather; Charlie Wood; Jonathan Oliver; Keith Bierke; and Jess Corrigan and Enrique Greenwell from HKS; Via Phone: Leah Block

CALL TO ORDER

Wilson called the General Staff meeting to order at 1:10 p.m.

QUORUM CALL

Blalack assured that a quorum was present.

All General Staff members that were present signed and returned the CAF Ethics Statement.

The afternoon was reserved for discussion of the National Airbase master plan which included fundraising, budgets and next steps. Representatives from HKS made a presentation showing two options for the site plan of the National Airbase. The board unanimously chose Option 1.

Smith made a presentation of interpretive master plan materials for Gallagher in their absence.

The other item for the meeting was approval of the Fund 12 budget for 2016.

Motion by Pardon to accept the 2016 Fund 12 budget. Second by Johnson.

Motion passed.

January 16, 2016

The Commemorative Air Force General Staff convened in a regularly scheduled meeting, following a morning retreat, in Dallas, Texas January 16, 2016.

General Staff members participating: Randy Wilson; Rick Bell; Randy Buttram; J. W. Don Johnson; Bob Lawrence; Larry Lumpkin; Kim Pardon; Gerald Oliver; David Pasahow; Doug Rozendaal

General Staff member participating via phone: Mark Novak (on the call part of the day.)

Others present: Stephan Brown, CEO; Bob Stenevik; Floyd Houdyshell; Bill Shepard; Steve Buss; Donna Blalack; Adam Smith; David Oliver; Jim Lasche; Neils Agather; Via Phone: Leah Block

CALL TO ORDER

Wilson called the General Staff meeting to order at 8:35 a.m.

QUORUM CALL

Blalack assured that a quorum was present.

Elect Chief of Staff

Wilson asked if there were nominations for the position of Chief of Staff.

Motion by Pardon to nominate David Pasahow. Motion approved without objection.

Pasahow thanked Wilson for his service at a tough transitional time in the CAF and considered him the best person to lead the General Staff during those times.

MINUTES

Motion by Rozendaal to approve the minutes of December 12, 2015. Second by Pardon. Motion approved without objection.

MONITORING REPORTS

Finance Report

Houdyshell gave a financial report.

Motion by Wilson to raise the line of credit to a cap of \$2.5 million. Second by Pardon. Motion passed.

CEO Report

Brown proposed a re-wording of EL-6 a. and b. With the re-wording, he reported compliance with all Executive Limitations.

Motion by Lumpkin to approve the changes to EL-6 a. and b. as presented.

Second by Bell. Motion unanimously approved.

Monitoring Reports were suspended to cover items that Novak could participate in before leaving the meeting.

Reimbursement of General Staff Travel

Motion by Novak that the board provide up to \$500 reimbursement per meeting to any board member that may request it, beginning Jan. 1, 2017. Motion died for lack of a second.

Appoint Nominating Committee

Pasahow asked Neils Agather to chair the committee and bring back to the board a list of committee candidates. Agather accepted.

Big Country Squadron Easement Approval

Houdyshell presented the item and Novak commented on it as a previous member of the West Texas Wing.

Motion by Johnson to approve the Big Country Squadron's easement relocation.

Second by Rozendaal. Motion unanimously approved.

Novak left the call.

Excess Liability

Stenevik discussed the need for an additional aircraft insurance policy for realistic coverage of aircraft and lives.

Motion by Johnson to authorized Stenevik to find the best coverage for the best rate to add to the existing coverage to a total of \$25 million liability. Second by Oliver. Motion unanimously approved.

Appoint Member to the State Foundations

With Charlie Wood and Keith Wood exiting the board at the end of their terms, board members need to be inserted onto the state foundation boards to take their place. State foundation boards are as follows:

Arizona

Unit Members: Dennis Fennessey, Richard Manhart

General Staff: Don Johnson, Bob Lawrence, Doug Rozendaal

Florida

Unit Members: H. G. Woodie Sprouse, Patricia Mickelson
General Staff: Rick Bell, Gerald Oliver, Mark Novak

Georgia

Unit Members: Philip Beegle, Alan Armstrong
General Staff: Rick Bell, Don Johnson, Bob Lawrence

Minnesota

Unit Members: Doug Olson, Jerry Hahn
General Staff: Randy Buttram, Larry Lumpkin, Kim Pardon

New Mexico

Unit Members: Scott Witschger, Frank Gasperich
General Staff: Gerald Oliver, Randy Buttram, Don Johnson

Appoint Executive Committee

Pasahow appointed Randy Wilson, Doug Rozendaal and Don Johnson to the committee.

CAF Hall of Fame Nominees

Board members were reminded to think about nominees for the Hall of Fame.

CEO Report (Cont.)

Operations - Stenevik made the board aware of an aircraft assignment made prior to the addition of EL-8 in Dec. 2015. The L-17 will be assigned to the Sacramento Delta Squadron.

Stenevik has been asked to lead the Industry Working Group for LHFE.

Museum - Buss reported that he and the High Sky Wing leadership recently met in Midland with the Airport. The museum collection is now in storage in Dallas. He has received a report Membership Corporation of America and will begin to look into their recommendations.

Development - Smith updated the board on the successful 12 Planes of Christmas effort. There will be a session during Wing Staff Conference to cover that type of fundraising.

Education - Shepard ran down the things he would like to accomplish in that new department in the coming months.

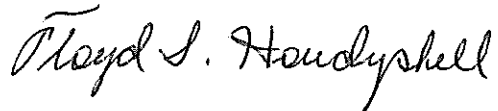
President - Brown and Blalack are onboarding with the local chambers of commerce to see how we can work together. The CAF will sponsor a table at the Dallas Regional Chamber's annual meeting and be co-title sponsor of the Oak Cliff Chambers gala.

The General Staff went into a short executive session at 11:40 a.m.

Motion by Wilson to go into executive session. Second by Bell. Motion approved without objection.

Motion by Pardon to adjourn. Second by Johnson. Motion approved without objection.

Respectfully submitted,

A handwritten signature in cursive script that reads "Floyd S. Houdyshell". The signature is written in black ink and is positioned above the printed name and title.

Floyd S. Houdyshell
Secretary/Treasurer