



COMMEMORATIVE AIR FORCE

GENERAL STAFF MINUTES

January 6, 2017

The Commemorative Air Force General Staff convened in a regularly scheduled meeting on Jan. 6, 2017 at the DoubleTree Dallas-Love Field, Dallas, Texas.

General Staff members participating: Philip Beegle; Deena Clausen; Dennis Fennessey; Bob Lawrence; Mark Novak (via phone); Gerald Oliver; Kim Pardon; David Pasahow; Doug Rozendaal; Dennis Schell; Randy Wilson

Others present: Stephan Brown, CEO; Adam Smith; Floyd Houdyshell; Steve Buss; Donna Blalack; Bill Shepard; RozeLyn Beck; Lindsey Peña; David Oliver; Jim Lasche; Brad Pilgrim; Neils Agather; via phone Leah Block

CALL TO ORDER

Pasahow called the General Staff meeting to order at 1:15 p.m.

QUORUM CALL

Pasahow assured a quorum was present.

Elect Chief of Staff

Pasahow called for nominations.

**Motion by Novak to elect Rozendaal as Chief of Staff. Second by Clausen.
Motion by Schell to elect Lawrence as Chief of Staff. Second by Wilson.**

A secret ballot was requested. Blalack passed out ballots then retrieved them after voting was complete. After counting the ballots, Blalack announced the new Chief of Staff was Rozendaal.

MINUTES

**Motion by Clausen to approve the minutes of Dec. 2-3, 2016 as amended.
Second by Pardon. Motion unanimously approved.** Oliver noted that he recalled that a follow up was due at some point on the direct mail program.

MONITORING REPORTS

Financial Dashboard

Houdyshell made his report.

Motion by Oliver to approve the financial report. Second by Lawrence. Motion unanimously approved.

CEO Report

Pasahow gave an update on C-47, N88874, *That's All, Brother*. Brown's report included information about an anonymous donor's transfer of a final pledge installment from the C-47 to the CAF RISE ABOVE: WASP Program.

Smith, Beck, Shepard and Oliver gave an update on RISE ABOVE: WASP Program.

Brown gave the numbers pertaining to the wrap-up of the 12 Planes of Christmas Campaign. To date \$144,953 had been raised.

Executive Limitations - Brown reported the he was compliant on all ELs except EL-5 which reads:

Financial Planning / Budgeting

The President shall not cause or allow financial planning for any fiscal year or the remaining part of any fiscal year to deviate materially from the board's Ends priorities, to risk fiscal jeopardy, or to fail to be derived from at least a three-year written plan approved by the General Staff.

Brown stated that he had not previously presented a three-year plan, but included one that day at the meeting.

Appoint an Executive Committee

This action was tabled until Feb.

Appoint a Nominating Committee

This action was tabled until Feb.

Elect members to the State Foundations

Arizona

Unit Members: TBD, Sharon Grey

General Staff: Gerald Oliver, Bob Lawrence, Doug Rozendaal

Florida

Unit Members: H. G. Woodie Sprouse, Patricia Mickelson

General Staff: Philip Beegle, Gerald Oliver, Mark Novak

Georgia

Unit Members: TBD, Alan Armstrong

General Staff: Kim Pardon, Deena Clausen, Bob Lawrence

Minnesota

Unit Members: Doug Olson, Jerry Hahn

General Staff: David Pasahow, Dennis Fennessey, Kim Pardon

New Mexico

Unit Members: Scott Witschger, Frank Gasperich

General Staff: Gerald Oliver, Dennis Fennessey, Deena Clausen

Other Business

Wilson gave a report on the AAHM Board meetings in Dec.

The board discussed the Feb. meeting/retreat. The meeting will be held at Airbase Arizona.

A Brief History of the CAF (regarding the General Staff)

Houdyshell and Blalack presented and took questions. Pilgrim was asked to relate the story of the recovery of the B-29,N529B, *FIFI* from China Lake.

Executive Session - The General Staff moved into Executive Session

Recess called by the Chair.

General Staff Meeting

Jan. 7, 2017

8:00 a.m.

The Commemorative Air Force General Staff reconvened in a regularly scheduled meeting at 8:05 a.m. on Jan. 7, 2017 at the DoubleTree Dallas-Love Field, Dallas, Texas.

General Staff members participating: Philip Beegle; Deena Clausen; Dennis Fennessey; Bob Lawrence; Mark Novak; Gerald Oliver; Kim Pardon; David Pasahow; Doug Rozendaal; Dennis Schell; Randy Wilson

Others present: Stephan Brown, CEO; Floyd Houdyshell; Steve Buss; Donna Blalack; David Oliver; Jim Lasche; Bob Stenevik; Neils Agather

CALL TO ORDER

Rozendaal called the General Staff meeting to order at 8:05 a.m.

QUORUM CALL

Rozendaal assured a quorum was present.

Rozendaal reported that there were no actions taken during Executive Session on Fri.

Review of the CAF Bylaws and Constitution

Was presented by Novak.

Overview of the Corporations and How They Interact, Organizationally and Financially

Was presented by Houdyshell.

Brief Overview of the CAF Unit Manual

Was presented by Clausen.

Parliamentary Procedure Refresher

Was presented by Rozendaal. During this presentation the board agreed to allow the Chief of Staff to participate as a voting member of the board.

Policy Governance Current Executive Limitations and Ends Statements

Presented by Wilson.

Further Discussion on Fiduciary Responsibilities of a Board Member and Policy Governance

Presented by Schell.

The board requested a change to the Ethics Statement.

Motion by Schell to change the wording in the first paragraph of Ethics Statement to read:

This Ethics Statement is supplemental to the Code of Conduct for all CAF members found in the Membership Guide, and is intended to have specific application *to General Staff Members in their capacity with the CAF*. It is the intent of the Commemorative Air Force to pursue the goals and conduct the affairs of the CAF with integrity, and in a manner conducive at all times to the best interests of the Commemorative Air Force. This Ethics Statement does not replace any other published rules and policies of the CAF.

Second by Pardon. Motion unanimously approved.

Plan for Future Board Development Activities at the Feb. meeting/retreat

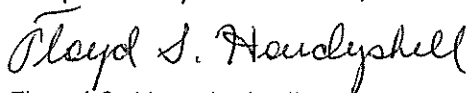
The plans for the meeting were discussed.

Motion by Pasahow to conduct the CEO's performance review by the Executive Committee in Feb. 2017. Second by Novak. Motion unanimously approved.

The board moved into Executive Session.

Motion by Fennessey to adjourn. Second by Wilson. Motion approved without objection.

Respectfully submitted,



Floyd S. Houdyshell
Secretary/Treasurer