



COMMEMORATIVE AIR FORCE

GENERAL STAFF MINUTES

May 19, 2017

The Commemorative Air Force General Staff convened in a regularly scheduled meeting 8 a.m., May 19, 2017 at the Magnolia Hotel Dallas Park Cities, Dallas, Texas.

General Staff members participating: Deena Clausen; Dennis Fennessey; Bob Lawrence; Mark Novak 1 p.m.; Gerald Oliver; Kim Pardon; Doug Rozendaal; Dennis Schell; Randy Wilson Via phone: Philip Beegle 1 p.m.

Others present: Stephan Brown, CEO; Adam Smith; Floyd Houdyshell; Steve Buss; Donna Blalack; Bill Shepard; RozeLyn Beck; David Oliver; Alan Brooks after noon only

CALL TO ORDER

Rozendaal called the General Staff meeting to order at 8:07 a.m.

QUORUM CALL

Rozendaal assured a quorum was present.

MINUTES

Motion by Schell to amend the minutes of April 14, 2017 to reflect receiving the operational assessment report from Jerry Washburn in Executive Session. Second by Wilson. Motion unanimously approved.

Motion by Schell to accept the minutes of April 14, 2017 as amended. Second by Pardon. Motion unanimously approved.

MONITORING REPORTS

Financial Dashboard

Houdyshell made his report.

CEO Report

Brown asked Shepard and D. Oliver to detail the HQ staff's process mapping work. Shepard and Oliver will compile a list of the core competencies of HQ and report back to the board.

Brown asked the board to review CAFR 21-1 Organization and Functions of Headquarters, and call him with questions or suggestions prior to the July meeting.

D. Oliver reported on the restoration progress of C-47, 88874, *That's All, Brother*, to include slides showing planning goals and Basler's work.

Motion by Pardon to sell Navion, N8600H for \$5,000. The aircraft had been donated to the So. California Wing. Second by Wilson. Motion unanimously approved.

Beck updated the board on Barton Cotton.

Smith updated the board on National Airbase. He brought forward the idea of an aviation high school that could become a part of the Airbase. The educational aspect of the high school could also augment the case for fundraising for the entire project.

The board moved into Executive Session at 1 p.m. They completed at 4 p.m.

CAF Search Report

Fennessey reported that a job description had been created. Brown and Houdyshell need to review. Clausen will research search firm prices and report back to the board. The board should review the job description and send comments to Clausen. Fennessey will contact Blalack to set up a board teleconference.

Vision/Mission Statement Wrap Up

Smith made a presentation and suggested bringing in Dave O'Malley to pull the mission/vision statements together.

Motion by Wilson to engage Dave O'Malley to provide samples of CAF vision/mission statements. Second by Oliver. Motion unanimously approved.

Short Term Plan Delegate to Executive Committee

Rozendaal suggested the Executive Committee define the process to create a 10-Year Strategic Plan. The consensus was that the board all wanted to be involved. Fennessey will work with Smith and the Executive Committee to define the process.

Other Business

Novak addressed the board regarding aircraft ride fees. There was no action.

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

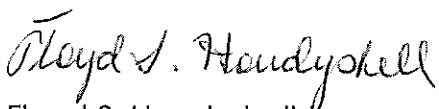
Saturday, May 19, 2017

A portion of the board gathered Saturday morning to discuss board governance.

General Staff members participating: Deena Clausen; Dennis Fennessey; Bob Lawrence; Mark Novak; Kim Pardon; Dennis Schell; Randy Wilson

Others present: Stephan Brown, CEO

Respectfully submitted,



Floyd S. Houdyshell
Secretary/Treasurer