

8 June 2012

MEMORANDUM FOR: 106th Rescue Wing Alumni Association

FROM: 106th Rescue Wing Alumni Association Chairman

SUBJECT: 5 June 2012 Alumni Board Meeting Minutes

1. The 106 RQW Alumni Association board met on 5 June 2012 at 1030 in the 106 RQW Civil Engineering section. Present at the meeting were:

Robert Landsiedel
Jeffery Snyder
Thomas Ingargiola
James Johnson
Warren Ferndinandsen (via phone)
CMS Vincent Fondacaro
CMS Randy Lamiroult
Anthony Vassel

2. Topics discussed:
 - a. Brick memorial: At the May Alumni general meeting, Col Owens gave his permission to allow the memorial bricks to be placed along the sides of the walkway entering the Wing HQ building (Bldg 345). The memorial bricks will be part of a base beautification project whereby the 106 CES will lay blank/engraved bricks along each side of the walkway. As memorial bricks are purchased, 106 CES will replace blank bricks with the engraved bricks. The area can be expanded as new bricks are purchased. CMS Fondacaro will be in charge of the design/project for the 106 RQW. CMS Fondacaro showed the board several samples of bricks that could be used for the memorials and a decision was made on the type of brick to be utilized. Currently, 30 bricks have been purchased. Once a new cost of the bricks are obtained from CMS Fondacaro, the purchase price of the engraved bricks will be determined and a memorial brick drive will take place. The plan will be to sell memorial bricks to current and former members of the 106 RQW and their friends/families. The initial fund drive will take place from now thru the Sept UTA. The plan will be to start the brick laying project NLT 15 Sept 2012.
 - i. Action POC's/Open Items
 1. CMS Fondacaro: check pricing on bricks with engraving and without engraving
 2. CMS Lamiroult: check with AGE to see if they have the tools to engrave the bricks. Coordinate with Chief's Council and 1st Sgt's to help distribute purchase forms out to wing members and collect funds.

3. Rob Landsiedel: coordinate with board members on purchase price once costs are obtained. Work the purchasing process with CMS Fondacaro. Obtain permission from Col Owens to allow the selling of bricks by Alumni members at the Aug and Sept UTA's. Coordinate a list of volunteers willing to work this project on the UTA's/Family day. Coordinate with Col Owens on who will work the brick drive for the officers.
 4. Tom Ingargiola: design the purchase form utilizing information from the initial memorial purchase form. Coordinate the names of the bricks with CMS Fondacaro once the order forms are received. Coordinate the moving of the funds into the Memorial account with Jim Johnson.
- b. Alumni Association Communication: The web site that we currently have is not active. Mailings are utilized to contact members. The member listing is out of date and needs to be updated. Information needs to be communicated to members of the Alumni Association as well as to wing members and their families.
- i. Action POC's/Open Items:
 1. Rob Landsiedel: Coordinate with 106 RQW/PA to see if a folder for the Alumni Association can be set up on the Wing website. In addition, check to see if the information can be set up on the FRG website.
 2. Tom Ingargiola/Rob Landsiedel: Once information is received on the brick memorial project, send out one last mailing to members and advise members that information will be placed on websites. In addition, we will need to get email addresses for them so address book can be set up to send out information. Phone numbers and addresses will need to be updated as well. Rob Landsiedel will coordinate the newsletter content with the board at the July meeting.
 3. Tony Vassel/Tom Ingargiola: Work on getting a current data base together and the process to ensure timely updating.
- c. Alumni Meeting Calendar: The board will meet on the following dates at 1730 in the base dining facility: 11 July/8 Aug/18 Sept/16 Oct/13 Nov/11 Dec.
- i. Action POC's/Open Items:
 1. Rob Landsiedel: Discuss and finalize the 2013 calendar at a future board meeting.
- d. Alumni Charter/By-Laws: Jeff Snyder discussed the charter/by-laws. He briefed the board that both documents were reviewed in the past by the base JAG. Rob Landsiedel suggested that they be reviewed again by the current JAG staff to ensure no changes are needed.

- i. Action POC's/Open Items
 - 1. Jeff Snyder: Send Rob Landsiedel current legal information to include by-laws/charter
 - 2. Jim Johnson: Send Rob Landsiedel a copy of any documents he has.
 - 3. Rob Landsiedel: Coordinate a review with base JAG
- e. New membership: Rob Landsiedel discussed the need to get Alumni membership information to departing members as they out-process.
 - i. Action POC's/Open Items:
 - 1. Rob Landsiedel: Coordinate with Col McArdle on getting a process established to communicate membership to all outgoing wing members.
- f. Board members: Rob Landsiedel asked the board members for a current listing of all board members and when their terms were going to expire.
 - i. Action POC's/Open Items:
 - 1. Tom Ingargiola: provide names/terms to Rob Landsiedel.
 - 2. Rob Landsiedel: sign a new appointment letter
- g. Social Functions: Jeff Snyder agreed to be the committee chair for social events. He will brief board members on some ideas that can be placed in the newsletter mailing and placed on the Alumni calendar.
 - i. Action POC's/Open Items:
 - 1. Jeff Snyder: update board next meeting
- h. Space "A" Travel: Rob Landsiedel will coordinate with Col Owens on establishing a Space "A" program that can be utilized by former eligible Alumni members and their families.
 - i. Action POC/Open Items:
 - 1. Rob Landsiedel: coordinate
- i. Heritage Hall: Jeff Snyder discussed the Heritage Hall and a display case that was in the warehouse. Coordination needs to be done to get the display case as well as placing items in it.
 - i. Action POC/Open Items:
 - 1. Jeff Snyder and CMS Lamiroult: CMS Lamiroult will inquire about the display case with the warehouse and Jeff Snyder will start working display items.
- j. Golf shirts/hats/jackets: Jim Johnson discussed the selling of Alumni items. A further discussion will take place as to what to buy for resale at a future meeting.
 - i. Action POC/Open Item:
 - 1. Jim Johnson: will give suggestions on what to purchase at the July meeting.
- k. Scholarship: The Alumni scholarship was discussed. A process for submitting nominations will be finalized at the July meeting as well as the amount of scholarships and dollar amount.
 - i. Action POC/Open Item
 - 1. Tom Ingargiola: will give suggestions at the July meeting

3. Funds: Jim Johnson briefed account balances for the Alumni Association: \$1500 general fund and \$1500 in the memorial fund.
4. Having no further business to discuss, the meeting was adjourned at 1200.

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Robert S. Landsiedel

106th Rescue Wing Alumni Association Chair