

9 August 2012

MEMORANDUM FOR: 106th Rescue Wing Alumni Association

FROM: 106<sup>th</sup> Rescue Wing Alumni Association Chairman

SUBJECT: 8 Aug 2012 Alumni Board Meeting Minutes

1. The 106 RQW Alumni Association board met on 8 Aug 2012 at 1730 at the 106 MXG conference room. Present at the meeting were:

Robert Landsiedel  
Jeffery Snyder  
Thomas Ingargiola  
James Scuttina  
Lt Col Feller (JAG)  
CMS Lamiroult

2. Topics discussed:
  - a. Brick memorial: The wing will be purchasing bricks as part of a base beautification project. The Alumni Association will assume the cost of engraving the bricks. The cost of engraving each brick will be \$20. The memorial bricks will be available for purchase for \$50. A fundraising campaign will run thru the Sept UTA. After the Sept UTA, memorial bricks that have been purchased will be engraved and the 106 CES will lay those bricks along with some blank bricks along the entrance walkway to building 345. Bricks will still be available for purchase after the Sept UTA and we will replace blank bricks that are along the walkway with the engraved ones. The plan will be to start the brick laying project NLT 15 Sept 2012. It was decided that the Alumni Association will purchase the bricks and will have them engraved. We will then donate the bricks to the wing. The bricks will be purchased from Hewlynn Mason Supply 631 586 9100. Cost for 600 bricks will be approx. \$425 to include delivery to the base. Island Etching will do the engraving for \$20 per brick. Wayne Tamellini 631 834 4754 is the POC at Island Etching. A sample brick was completed and placed on the brochure. Brochures will be emailed around the base and will be mailed to Alumni
    1. Action POC's/Open Items
      1. CMS Lamiroult: Check with Col Owens if an email can go out to all members with the brochure for the brick project.
      2. Rob Landsiedel: Will coordinate the purchase of the bricks and etching once at the end of Sept after the fund raising drive.
    - b. Communication: Link on the base official website is completed for alumni communication. [www.106rqw.af.mil](http://www.106rqw.af.mil). A mailing will go out to all members on our data base for them to update their information and

provide an email address. We need to discontinue sending out mailings as it is too costly.

1. Rob Landsiedel: Send out newsletter, brick brochure and membership information to members.
- c.
- d. Alumni Meeting Calendar: It was decided to open the board meetings to all active members. The board will meet on the following dates at 1730 at the base dining facility: 18 Sept/16 Oct/13 Nov/11 Dec.
1. Action POC's/Open Items:
    1. Rob Landsiedel: Discuss and finalize the 2013 calendar at a future board meeting.
- e. Alumni Charter/By-Laws: The board reviewed the charter and made some proposed changes. Lt Col Feller briefed the board on the requirements of AFI 33-223 and the letters that required Col Owens signature. Letters were accomplished by Rob Landsiedel, reviewed by board members and will be sent to Col Owens for review/signature.
1. Action POC's/Open Items
    1. Rob Landsiedel: send out letters to Col Owens for review/signature.
    2. Chief Lamiroult: Send out the final update to the charter.
- f. New membership: Rob Landsiedel reviewed the membership form. It will be mailed out to members on the roster. In addition, he stated that Lt Col Killian told him that the out-processing checklist was updated to include information on joining the alumni association. Rob Landsiedel will draft a letter to be handed out by Miss Julie Baur to all separating personnel. Discussed the need to get Alumni membership information to departing members as they out-process.
1. Action POC's/Open Items:
    1. Rob Landsiedel: Draft letter to be given out to separating personnel
- g. Social Functions: No discussion
- h. Heritage Hall: No additional progress on this subject.
- i. Merchandise display cases. Merchandise display cases will be set up in a location to be determined by Col Owens. Merchandise from the Alumni Association as well as the NCOAG Association will be displayed for sale.
1. Action/Open Items:
    1. SMS Joe Kruk: coordinate with Col Owens on a location for the display case. Move the case from Supply to that new area. Notify Rob Landsiedel when it is in place so the Alumni Association can display their goods.
- j. Scholarship: The Alumni scholarship was discussed. There have been no submissions to this date.
- k. Family Day: We need to have volunteers available to sell Alumni hats/bricks. Jim Johnson has a banner for the association and will provide

the banner as well as the hats for sale. Rob Landsiedel will coordinate a space for the Alumni to sell goods at Family Day. Col Owens also invited former members to family day. Notification will go out in the mailing to members.

3. Funds: Tom Ingargiola 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 2000

//signed//

Robert S. Landsiedel

106<sup>th</sup> Rescue Wing Alumni Association Chair