

**JCACC Military Affairs Council (MAC) Advisory Committee Meeting
Notice of Meeting
4:00 p.m. Thursday, August 16, 2018**

MAC Advisory Committee Members

Phyllis Fitzgerald, Chair
Christine Benne, AUSA
Mark Edwards, Hoover Law
Firm / CASA

Ben Bennett, Geary County
Paula Dinkel, Lady Troopers
Tom Hollis, Society of the 1st ID
David Wild, USD 475

Scott Payne, USO
Scott Stuckey, Cardinal
Insurance

Ex-Officio

MAC Director

Mickey Fornaro-Dean - JCACC President & Director of Economic Development

Michele Stimatze – Geary County CVB

Perry Wiggins – GMAC

Tim Livsey – Garrison

- I. 4:00 PM Call to Order**
- II. Approval of Agenda**
- III. Approval of Minutes – July 2018**
- IV. Financial Reports – July 2018**
- V. Public Comments**
- VI. Chairperson Remarks**
- VII. Old Business**
 - A. August MAC MRC Luncheon
 - B. 137th Engineer Reunion
 - C. Veterans Ceremony on Fort Riley
 - D. Business Expo – Military Organizations Participation
 - E. MAC Advisory Committee structure
- VIII. New Business**
 - A. Meet New G-9
 - B. New MAC Director
 - C. September MAC Breakfast Speaker
 - D. Interim Action Plan
 - What MAC Supports and does, OTR same and items that are interconnected)
- IX. Action Item**
- X. Director Report**
- XI. Other Discussion**
- XII. Adjourn – Next meeting Thursday, September 13th at 4:00p.m.**

JCACCC Military Affairs Council
4:00 p.m. Thursday, July 12, 2018
Meeting Minutes

EDC Advisory Committee Members

Phyllis Fitzgerald - Chair, City
Christine Benne, AUSA
Mark Edwards, CASA

Ben Bennett, Geary County
Paula Dinkel, Lady Troopers
Tom Hollis, Society of the 1st ID

David Wild, USD 475
Scott Payne, USO
Scott Stuckey, Old Troopers

Ex-Officio

MAC Director
Mickey Fornaro-Dean - EDC
Michele Stimatze - CVB
Perry Wiggins - GMAC
Tim Livsey - MAC
Theresa Bramlage - Civic Organization

I. Call the Meeting to Order:

4:00 p.m. Chair Phyllis Fitzgerald called the meeting to order. Board members Mark Edwards, Scott Payne, and Ex-Officio members Michele Stimatze and Theresa Bramlage were absent. Others in attendance were Mike Schlicht, Michael Sellman, Tom Brungardt, John Montgomery, Mickey Fornaro-Dean; Chamber CEO, and Katrina Higby; Finance Director.

II. Approval of Agenda:

Phyllis explained the new structure of the agenda that the Chamber is implementing across all divisions and the voting structure of the Committee.

Scott Stuckey moved, Paula Dinkel seconded to approve the agenda for the July meeting. Motion carried 6/0.

III. Approval of Minutes:

Scott Stuckey moved, Tom Hollis seconded to approve the minutes of the June meeting. Motion carried 6/0.

IV. Financial Reports - June 2018:

Scott Stuckey moved, Tom Hollis seconded to accept the June 2018 financial statements. Motion carried 6/0.

V. Public Comments:

NONE

VI. Chairperson Remarks:

Phyllis took a moment to thank everyone for coming and stated that taking the time to meet is crucial for the purpose of the group and the greater good of the community and Ft. Riley.

VII. Old Business:

A. June MAC Breakfast Speaker – CSM Craig Copridge, 2 ABCT:

B. July 4th Veteran Ceremony (Heritage Park):

Event went well. Phyllis reported a good turnout for the ceremony.

C. MAC Director Search Update:

Search committee still waiting for a few resumes, compiling, and then will contact applicants for interviews.

D. Engagement Opportunity with New Fort Riley Leadership:

LTC Kautzman suggested reaching out to new leadership at Ft. Riley when they arrive to begin working Relationships and inform them of opportunities and services in the community.

Ben Bennett arrived.

E. Planning/ Fundraising for 2019 Officer Dinner:

Phyllis reviewed the event coming up the 3rd Saturday in April 2019 that will be held in Junction City. She discussed possible fundraising needs to be explored in the future. Tom Hollis inquired as to the need for fundraising if the event is a pay to attend and provide your own travel and lodging. Phyllis stated she would look into and discuss it again in the future.

F. City Budget meetings set for June (Mickey scheduled to present at 6 p.m. on 7/12/18):

City budget working session is scheduled for this evening and the MAC budget is among the items to be addressed.

G. AUSA Conference (7-10 October 2018):

Phyllis reviewed the schedule for the event coming up in October. More information will be available as the date approaches, and any questions can also be addressed with Christine Benne the new AUSA President. The Chamber will be working with Manhattan Chamber and Christine to make registrations for the event as smooth as possible.

VIII. New Business:

A. July MAC Breakfast Speaker – Jill Nelson, Program Coordinator, Delivering Change:

July's MAC Breakfast is scheduled to be held on the 26th of July at 7:30 a.m. with Jill Nelson as the speaker for this month.

B. August MAC MRC Luncheon:

The joint MAC and MRC Luncheon will be held at Riley's Conference Center on Wednesday, August 8th from 11:30 a.m. to 1:00 p.m. Guest speaker will be the 1st Infantry Division Commander MG Kolasheski. Contact Sean at the Chamber for instructions to access Ft. Riley or to register for the event.

C. 137th Engineer Company (LE) Reunion:

The 137th Engineer is a Band of Brothers unit from Vietnam that held their reunion again. Phyllis attended the reunion as the guest speaker. All Veterans present and 2 of the VFW Post 8773 Honor Guard received Vietnam Veteran Lapel Pins presented by LTG (Retired) Perry Wiggins.

D. Business Expo – Military Organizations Participation:

September 5th from 5:00 p.m. to 8:00 p.m. is the Chamber's Business Expo in Heritage Park. Phyllis let the Committee know that she has reached out to a few veteran organizations to encourage participation and suggested that the Committee members do the same.

E. MAC Advisory Committee Structure:

Phyllis and Mickey explained the Committee structure assignments. The Committee members have not changed based on the addendum to the Master Agreement previously approved and enacted; the Chamber is trying to simplify and clarify all committees in the process of its reorganization.

General discussion regarding re-visiting the structure and committee assignments was had, and consensus was to wait until a Director is hired and can move forward. Several members commented that a MAC Director needs to be hired soon. Mickey responded that we are trying to find the right candidate and not just fill the position.

Tom Hollis told the group that we need to have a mission statement that will help to guide us. Scott Stuckey shared his thought on what the mission statement is/should be.

IX. Action Items:

None

X. Director Report:

None

XI. Other Discussion:

Ben VanBecelaere gave a Ft. Riley update report, stating there have been lots of command transitions recently and that there are changes going on and the G-9 LTC Ticknor may or may not be the G-9.

Victory week is 6-10 August, look for schedules of events to be shared.

Tom Hollis announced that the 99th Annual Society of the 1st Infantry Division Reunion is August 1st – 5th at the 1st Infantry Division Museum at Cantigny Park in Wheaton, IL.

XII. Adjourn – Next meeting will be August 16, 2018 at 4:00 p.m. at the Chamber offices. (Note date change due to Victory Week Activities):

With no further business, Phyllis Fitzgerald adjourned the July meeting at 5:12 p.m.

Finance Manager's Report MAC July 2018

Balance Sheet

NONE

Profit & Loss

1. **"Furniture & Equipment" \$831.38** – Final payments for new phone system. (Including additional new phone for open MAC Director position.)
2. **"Miscellaneous" \$232.74** – 1/3 split between divisions for new front displays.

**Junction City Area Chamber of Commerce
Balance Sheet - MAC
As of July 31, 2018**

	TOTAL
ASSETS	
Current Assets	
Checking/Savings	
1000 · Cash and Equivalents	
1005 · Chamber Main Account	80,512.25
1055 · Petty Cash Box	175.00
Total 1000 · Cash and Equivalents	80,687.25
Total Checking/Savings	80,687.25
Accounts Receivable	1,080.75
Other Current Assets	(224.00)
Total Current Assets	81,544.00
Fixed Assets	(994.00)
TOTAL ASSETS	80,550.00
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	0.00
Other Current Liabilities	610.68
Total Current Liabilities	610.68
Total Liabilities	610.68
Equity	79,939.32
TOTAL LIABILITIES & EQUITY	80,550.00

Junction City Area Chamber of Commerce MAC Financials July 2018

	July	YTD 2018
Ordinary Income/Expense		
Income		
4000 · Sponsorships & Donations	\$120.00	\$2,364.00
4100 · Grants & Contracts	\$0.00	\$90,000.00
4500 · Event Income	\$889.00	\$6,449.00
Total Income	\$1,009.00	\$98,813.00
Expense		
5000 · Payroll	\$750.89	\$8,721.57
5050 · Contract Labor	\$0.00	\$3,000.00
5100 · Payroll Taxes	\$72.87	\$1,083.36
6000 · Audit/ Accounting	\$0.00	\$941.25
6100 · Program Development	\$66.66	\$1,719.78
7000 · Occupancy	\$200.00	\$1,400.00
7100 · Office Administration		
7105 · Supplies	\$73.59	\$861.88
7110 · Postage	\$0.00	\$190.01
7115 · Cleaning/ Office Maintenance	\$55.91	\$896.11
7125 · Furniture/Equipment	① \$831.38	\$3,050.90
7130 · Vehicle/Travel/Service	\$0.00	\$242.52
7135 · Credit Card Fees	\$4.56	\$8.83
7150 · Miscellaneous	\$0.00	\$60.10
7200 · Information Technology	\$288.47	\$3,110.54
7400 · Advertising & Marketing	\$76.67	\$876.17
7500 · Insurance	\$0.00	\$536.65
7600 · Food & Beverages	\$0.00	\$116.09
7900 · Miscellaneous	② \$232.74	\$413.09
8000 · Conventions & Prof Dev.	\$0.00	\$107.35
8200 · Event Expenses	\$1,397.86	\$7,888.48
8300 · Sponsorships	\$0.00	\$858.00
5200 · Depreciation	\$52.00	\$364.00
Total Expense	\$4,103.60	\$36,446.68
Net Income	-\$3,094.60	\$62,366.32