

**JCACC Military Affairs Council (MAC) Advisory Committee Meeting
Notice of Meeting
4:30 p.m. Thursday, July 12, 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 – June 2018**
- IV. **Financial Reports – June 2018**
- V. **Public Comments**
- VI. **Chairperson Remarks**
- VII. **Old Business**
 - A. July MAC Breakfast Speaker – Jill Nelson, Program Coordinator, Delivering Change
 - B. July 4th Veteran Ceremony (Heritage Park)
 - C. MAC Director Search Update
 - D. Engagement Opportunity with new Fort Riley Leadership
 - E. Planning/ Fundraising for 2019 officer Dinner
 - F. City Budget meetings set for June (Mickey scheduled to present at 6 p.m. on 7/12/18)
 - G. AUSA Conference (7-10 October 2018)
- VIII. **New 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
- IX. **Action Item**
- X. **Director Report**
- XI. **Other Discussion**
- XII. **Adjourn – Next meeting Thursday, August 9th at 4:00p.m.**

JCACC Military Affairs Council Advisory Committee Meeting
4:00 p.m. Thursday, June 14, 2018
Minutes

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

(Director of Military Affairs)

I. Call the Meeting to Order:

4:03 p.m. Chair Phyllis Fitzgerald called the meeting to order. Committee members David Wild, Scott Payne and Tom Hollis were absent. Others in attendance were John Montgomery; CASA, Tom Brundgart; USD 475, Dewey Terrell; JC Post, Mike Sellman; Daily Union, Michael Schlicht; Old Troopers, Sean Flanagan; MAC Representative and Katrina Higby; Finance Manager.

II. Approval of Agenda:

Ben Bennet moved and Terry Heldstab seconded to approve the agenda for the May meeting. Motion carried 7/0.

III. Approval of Minutes:

Terry Heldstab moved and Ben Bennett seconded to approve the minutes of the May meeting. Motion carried 7/0.

IV. Financial Reports - May 2018:

Scott Stuckey asked for a detailed breakdown of the MAC financials.

Scott Stuckey moved and John Montgomery seconded to accept the May 2018 financial statements. Motion carried 7/0.

V. Public Comments:

None

VI. Chairperson Remarks:

None

VII. Old Business:

A. Budget Review 2019:

Phyllis stated board voted on MAC budget at the last meeting. City started their budget review last night. City will discuss the Mac budget at their next session sometime in July.

B. Vietnam Veteran Lapel Pins:

Phyllis stated Vietnam Veterans that attended the run for the event in Junction City were gifted a lapel pin by Phyllis, Perry Wiggins, and John Lawrence. Pins and flags still available for future events.

C. MAC Director Search:

Nothing new to report.

D. June MAC Breakfast:

See New Business comments.

E. MAC Breakfast Registration & Cancellation Policy:

Scott Stuckey asked for clarifications on the policy. Sean reviewed the policy with the group.

F. Engagement Opportunity with new Fort Riley Leadership:

Phyllis stated all leadership on Fort Riley is changing out for new leadership. Perry Wiggins and LTC Kautzman are helping to ensure replacements are being introduced to the right people.

G. LTC Kautzman PCSing, replacement will arrive 18 June:

Phyllis Fitzgerald informed the group LTC Kautzman's replacement would be here 18 June.

Scott Stuckey asked for the 2019 MAC Budget to be sent to him to review.

VIII. New Business:

A. July MAC Breakfast Speaker:

Phyllis briefly informed the group of the June MAC Breakfast speaker, which will be CSM Craig Copridge of 2ABCT. He will be speaking on the 2ABCT Deployment. She asked for suggestions from the group for a July MAC breakfast speaker. John Montgomery suggested COL Shrader the new garrison commander. Terry Heldstab suggested an aviation brigade speaker.

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

Phyllis reminded the group about the 4th of July ceremony for Veterans in Heritage Park. CVB is in charge but it looks like all paperwork is in place with John Seitz in charge of protocol.

C. MAC Director Search Update:

MAC Director Search Committee still working on reviewing resumes and candidates.

D. Engagement Opportunities with new Fort Riley Leadership:

LTC Kautzman asked for a list of key leaders in Junction City/Geary County to meet with new incoming Fort Riley Leadership so introductions could be made. It was suggested there be a larger forum for introductions instead of multiple smaller meetings, upcoming Old Trooper or Lady Trooper events could be possible options for a large introduction forum between Fort Riley leadership and community representatives. Ben Bennett and Tom Brungardt mentioned the county and the school district are often left out.

E. Planning/Fundraising for 2019 Officer Dinner:

The group came to a consensus that planning and fundraising needed to start now for the 2019 Officer Dinner. The group will actively work on planning and fundraising ideas to present in future meetings.

F. City Budget meetings set for June:

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

Christine Benne informed the group of her plans for the AUSA Reception. Working on keeping the reception in the convention center. Easy to get to and is no cost for reserving a room under the Fort Riley Chapter.

IX. Action Item:

A. None

X. MAC Director Report:

A. None

XI. Adjourn – Next meeting will be July 12, 2018 at 4:00 p.m. at the Chamber offices.

With no further business Phyllis Fitzgerald adjourned the June MAC Director Committee meeting at 4:56 p.m.

Finance Manager's Report

MAC

June 2018

Balance Sheet

1. **"Other Current Assets" \$17,984.00** – \$18,220.00 were payments received but not yet deposited ("undeposited funds") at month's end; less \$236.00 in allowance for uncollectible.

Profit & Loss

2. **"Cleaning/ Office Maintenance" \$398.88** – \$50.00 for monthly cleaning services and \$348.88 for split of expenses for painting offices (finance and new director's office) and furniture moving for MAC director's desk to the "new" office.
3. **"Furniture & Equipment" \$-41.66** – 1/3 split between divisions for refunded cost of a wrong phone ordered for conference room.

**Junction City Area Chamber of Commerce
Balance Sheet - MAC
As of June 30, 2018**

	TOTAL
ASSETS	
Current Assets	
Checking/Savings	
1000 · Cash and Equivalents	
1005 · Chamber Main Account	66,812.34
1055 · Petty Cash Box	175.00
Total 1000 · Cash and Equivalents	66,987.34
Total Checking/Savings	66,987.34
Accounts Receivable	1,022.75
Other Current Assets	① 17,984.00
Total Current Assets	85,994.09
Fixed Assets	(942.00)
TOTAL ASSETS	85,052.09
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	0.00
Other Current Liabilities	610.68
Total Current Liabilities	610.68
Total Liabilities	610.68
Equity	84,441.41
TOTAL LIABILITIES & EQUITY	85,052.09

Junction City Area Chamber of Commerce

MAC Financials

June 2018

	June	YTD 2018
Ordinary Income/Expense		
Income		
4000 · Sponsorships & Donations	\$120.00	\$2,244.00
4100 · Grants & Contracts	\$0.00	\$90,000.00
4500 · Event Income	\$842.00	\$5,560.00
Total Income	\$962.00	\$97,804.00
Expense		
5000 · Payroll	\$786.77	\$7,970.68
5050 · Contract Labor	\$1,000.00	\$3,000.00
5100 · Payroll Taxes	\$78.75	\$1,010.49
6000 · Audit/ Accounting	\$0.00	\$941.25
6100 · Program Development	\$13.33	\$1,653.12
7000 · Occupancy	\$200.00	\$1,200.00
7100 · Office Administration		
7135 · Credit Card Fees	\$0.57	\$4.27
7105 · Supplies	\$61.75	\$788.29
7110 · Postage	\$50.00	\$190.01
7115 · Cleaning/ Office Maintenance	2 \$398.88	\$840.20
7125 · Furniture/Equipment	3 -\$41.66	\$2,219.52
7130 · Vehicle/Travel/Service	\$0.00	\$242.52
7150 · Miscellaneous	\$0.00	\$60.10
7200 · Information Technology	\$280.93	\$2,729.44
7400 · Advertising & Marketing	\$113.00	\$799.50
7500 · Insurance	\$0.00	\$536.65
7600 · Food & Beverages	\$0.00	\$116.09
7900 · Miscellaneous	\$0.00	\$180.35
8000 · Conventions & Prof Dev.	\$0.00	\$134.01
8200 · Event Expenses	\$80.00	\$6,490.62
8300 · Sponsorships	\$0.00	\$858.00
5200 · Depreciation	\$52.00	\$312.00
Total Expense	\$3,074.32	\$32,277.11
Net Income	-\$2,112.32	\$65,526.89