



*Department Secretary
Sandy Germany*

V.F.W. Auxiliary

Department of Alabama

MINUTES OF COUNCIL OF ADMINISTRATION MEETING
JANUARY 20, 2017 – MID-WINTER CONFERENCE – OPELIKA, ALABAMA

The meeting was called to order by Department President Sandra Brunton.

Secretary Germany called the roll of council members. All members present with the following exceptions: Absent were: PDP's Johansen, James and Fulkerson.

Chaplain Murray offered the opening prayer followed by the Pledge to the Flag by Patriotic Instructor Anita Sanders.

Fall Conference minutes were read by Sandy Germany. Corrections were as follows: Date should be October: Update to Date Audit should read Update to Date Budget: Veterans Writing Programs 2nd by Pat Pritchard: Left over Budget Funds committee should include Kathy Rowe and Patsy Cole and strike "in writing from national" from minutes. After being read in their completion, a motion was made by Sherry Jiles, 2nd by Pat Pritchard to adopt the minutes as corrected. Motion carried.

Correspondence: Thank you letters from Tuskegee VA, Home of Grace, Veterans Writing Program; Auditor has filed for an extension in filing our taxes with the IRS.

TREASURERS FUND: Treasurers report was read by Treasurer Germany. Germany corrected her report to reflect that on the interest in the investments that an expense of \$70.90 should be listed in investments. Report will be filed subject to audit.

AUDIT REPORT: Chairman Howell and members Murray and Woerner presented the Audit. On the line of Total investments please add \$1,214.48 to income on investments which will balance that section. The committee moved to accept the corrected audit be accepted as read. Motion carried.

BUDGET UPDATE: Chairman Connolly and members Howell and Rowe presented the updated budget. Committee moved to accept the updated budget. Motion carried.

STANDING RULES ADDITION: "Ways and Means. The Department of Alabama has set the desired yearly Ways and Means Budget at \$25,000. In the event the Ways and Means program fund raising does not meet the desired budget amount of \$25,000, the Department, upon approval vote by the Council of Administration, will transfer up to \$4,000 from the Ways and Means Unrestricted Fund into the Ways and Means Budget not to exceed the desired budget amount of \$25,000. There will be a line item added to the Department of Alabama General Fund "Ways and Means Unused Budget funds." This will be an unrestricted fund. Funds unused at the end of each year will be transferred to this line item. This line item will start with \$3,602.51 which is the balance brought forward for many years from the Ways and Means fund. At the end of each administration, the budgeted funds not used will be added to this fund.

Should the Ways and Means Program Funds raised exceed the \$25,000 desired budget the incoming President may use the excess funds raised not to exceed \$30,000 for her/his budgeted year.

This to take effect July 1, 2017."

Donna Woerner Called for the question. Motion by Nancy Connolly, 2nd by Kathy Rowe to pass the motion. Following much discussion. Motion carried by majority vote.

NEW BUSINESS: A motion was made by Kathy Rowe, 2nd by Anita Sanders, that all Department Officers who have budgeted funds, an expense voucher with receipts (where necessary) must be submitted to the Department Treasurer within 30 days of the event (with the exception of the Department Chairmen). Motion carried. President Brunton stated that all must be submitted within 30 days to get caught up.

All first time attendees were asked to stand and were welcomed to the organization.

Madam National Representative, National Chief of Staff was asked for her remarks and she stated how much she is enjoying her stay in the Heart of Dixie. She will speak at a later time. She encouraged everyone to stop and speak to her. She really enjoys it.

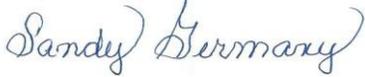
Secretary/Treasurer Germany announced the Audit due date

President made her announcements. Announced a break before the beginning of the business session.

Chaplain Murray offered the closing prayer.

The Council of Administration was adjourned and will reconvene in Birmingham at June Convention.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Sandy Germany".

Department Secretary

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