

New Berlin Veterans Memorial Society
July 7, 2011
VFW Post # 5716 City of New Berlin

Please note: Minutes are unofficial until approved by the New Berlin Veterans Memorial Society at their next regularly scheduled meeting.

Present: President Ted Wysocki, Don Reynolds, Alderman John Hopkins, Dave Gilligan, Rush Wilkens, Lee Sisson, and Secretary John Vogel

Excused: Don Hermann, Mayor Jack Chiovero, Bill Ray, Treasurer Bernie Hintzke, and Mary Jane Whitty

Meeting was called to order by President Ted Wysocki at 7:00

Approval of Minutes – John Hopkins made a motion that the June 2, 2011 minutes be approved. It was seconded by Rush Wilkens and passed unanimously with John Vogel voting present.

Old Business

Financial Status – No financial report was presented. Lee Sisson suggested we get a June financial report and a YTD report accepted before the annual meeting. He suggested that we do it by e-mail if necessary. Ted mentioned that we had not received a bill from Chuck Bidwell for grass cutting for April, May, and June until today. We do not know where he is sending them. Ted presented a bill for \$48.00 for the Fourth of July supplies. **Dave Gilligan made a motion to pay the bill. It was seconded by Don Reynolds and pass unanimously.**

Web Site Update and Avastone Microsoft Access Data Base – Dave Gilligan is working with Bill Ray on the install. Bill is teaching Ted how to use the software and Ted will then write a procedure on how to use it. Ted said that it is very easy to use it. He also said it is easy to add additional fields if necessary. Ted feels that he is comfortable with the system and feels that we do not need an administrator. He did say however, that Bill Ray is not comfortable with this. Dave Gilligan mentioned that he has a volunteer from work who will work with him on making the web site more user friendly. Ted gave Dave a CD copy all the data that the city had on their web site when we were a committee. Dave will add this to our web site.

Site Lease agreement – Ted had sent us a copy of Attorney John Schober's comments on the lease agreement. He asked that those who were at the meeting with Attorney Schober to comment on the meeting. Don Reynolds said that back in December he went through the lease with him. In Attorney Schober's letter he addressed the 6 points that needed clarification. Don said that it is now a cost issue (The cost of a survey, and the cost of insurance). Don suggested that we have a 3 person committee to address the 6 issues brought up by Attorney Schober. Lee said he agrees with Don and it boils down to cost of liability insurance. We need to determine if the city will provide this or if we need to provide it. Second would be casualty insurance. If lightening strikes, who will pick up the tab to replace it. There is a question of ownership. John Vogel mentioned that what he got out of the meeting is that the city would own the property and we would own the assets on it. As far as liability, we need to determine if the city is liable or if we can get a rider to their policy to cover us. Attorney Schober did mention that it appears that the intent is that the society own the improvements and lease the site. He did mention the possibility that we donate the improvements to the city and get a lease for the use of the property.

Ted mentioned that he talked to an insurance agent who said that the liability insurance would be about \$350 per year. Limit would be 2 million. A survey would be around \$800. Ted suggested that we form a committee of 2 or 3 to put the lease agreement issue to bed. Don Reynolds and Rush Wilkens agreed to do this.

Update on 2011 membership Mailings – Ted reported that we had sent out 89 e-mail mailings for the newsletter. From this 33 were opened and 22 bounced as invalid. He is asking for our help if we know of any corrections to the e-mail addresses. He would like to get this corrected in the next couple of weeks.

Annual Meeting – John Vogel updated us on the annual meeting set for Thursday, July 28th at the library. It will start at 7:00. Bill Ray is not here, so John could only give a preliminary schedule for the meeting. Advertising needs to be addressed. He would like to send an email to those members that we have good email addresses. He would also like to send out a post card to all members to notify them of the meeting. Lee Session volunteered to help put together the email invite. Dave Gilligan said he would work with Bill Ray on putting together a postcard. A preliminary program is as follows:

Opening reports – Ted
Treasurer’s report- Bernie
Brick Laying report- Bill
Marketing presentation-Dave
Film Presentation
Election of Officers- John H

John Hopkins mentioned that at the annual meeting we will be electing board of directors only. The officers will be elected at the next meeting. He will nominate the following:

3 year terms – 2011-2014 Ted Wysocki, Lee Sisson, Rush Wilkens, Bill Ray
2 year terms -- 2011-2013 Mary Jane Whitty, Dave Gilligan, Don Reynolds, Don Herrmann
1 year term -- 2011 John Vogel, Jack Chiovero, Bernie Hintzke, John Hopkins
Next year the 1 year officers will be eligible for a 3 year term.

Marketing Update – Dave said that the next brick laying ceremony is scheduled for the third Saturday in September. He is working with Mary Jane to combine this with the “Family Day”. This will include the Michelle Wittmer brick. Dave said there were close to 150 people at the brick laying and hardly anyone at the “Family Day”. John Vogel suggested that we look at combining the annual meeting with family day.

New Business

Fourth of July Update – Don Reynolds gave us a summary of the 4th of July activities. We collected \$653 in donations (\$26.75 from the children’s games). The children’s games were well received. Areas of improvement for next year included lack of volunteer participation, staff needed to meet, greet and sell. One person to be responsible for all materials and giveaways and inventory. Ideas for next year include have a humvee or personnel carrier in the parade with a NBVMS banner. Don also mentioned the possibility of adding more military vehicles.

Preliminary 2011-2012 budget – Ted presented a preliminary 2011-2012 budget. It included:

Income	Revenue -	\$7,950	
	Donations -	3,400	
	Activities	625	
	2011 remaining funds	1,750	\$13,725

Expenses	Adm./software/supplies	3,570	
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Membership mailing	600	
Marketing	1,500	
Brick/products	1,243	
Utilities/site maint.	2,635	
One time expenses	2,400	11,948
Income over expenses		1,777

Merchant Marine Brick – John Vogel brought up the issue of the memo from Rush regarding the Merchant Marine brick requested. After discussion, it was decided to add it the veterans section.

Motion by Rush Wilkens and seconded by John Vogel and passed unanimously to adjourn at 8:41.

****** Please note****Our Next scheduled meeting date will be our 1st annual Board of Directors Meeting on Thursday July 28, 2011 at the New Berlin Library at 7:00.**

Respectfully Submitted by

John Vogel