

**New Berlin Veterans Memorial Society
November 3, 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, Rush Wilkens, Lee Sisson, Mayor Jack Chiovatero, Bill Ray, Alderman John Hopkins, and Secretary John Vogel

Excused: Dave Gilligan, Don Herrmann, and Mary Jane Whitty

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

Approval of Minutes – Lee Sisson made a motion that the Oct 6, 2011 minutes and the special BOD meeting of Oct 22, 2011 minutes be approved. It was seconded by Don Reynolds and passed unanimously.

Old Business

Financial Report Ted Wysocki presented the following financial report:

Revenue	Patches	\$20.00	
Expenses	Hintzke.....	160.00	
	R&R Insurance.....	1,008.00	
	C&C Lawn Service		
	Aug.....	235.00	
	Sep.....	85.00	
	NB Water-Jul-Aug-Sep.....	320.00	
	WE Energies.....	24.65	
	Avastone.....	21.25	
	Royal House Bricks.....	489.00	
	Office Max membership cds	23.07	
			Total \$2,366.02
Cash on Hand			Money Market... 28,882.83
			Checking Acct. 1,457.39
			Total..... 30,340.22

Mayor Chiovatero questioned the large amount for water. After discussion, Rush will review the bill and check with the city on our usage.

Lee Sisson made a motion that we accept the treasurer’s report. It was seconded by John Hopkins and passed unanimously.

Ted introduced Larry Stephens who is one of the four leaders along with Ted of the Al Stigler Memorial Outing. Larry thanked Ted for his dedication and work for putting the Outing on. The profit from the Open went to three of Al’s favorite charities, the NBVMS, NB Soap Box Derby and the Lions Club camp for disabled children. Larry then presented a check of \$1,700 to the secretary John Vogel. The Society thanked Larry, Ted, and the 2 Bills for this donation.

Treasurer’s Position – Rush said that he had talked to a possible candidate, Dan Lavinio. He would like to meet with him on a Saturday to interview him for the position. Ted suggested that Rush, Lee (as our next president) and himself be included. Rush will set up the meeting. Don Reynolds suggested that he should have a familiarity with Quick Book.

Office location – Rush is working with the Library to use the Veteran’s room for storing our records. We will need a file cabinet and a desk. Ted said that he would check with a supplier to see what kind of price we could get. Rush

also said that for those who are volunteering to work in the veteran's room, need to fill out a "Library Volunteer Application Form" and attend an orientation.

Web Site Update and Avastone Microsoft Access Data Base –Ted said that he had sent everyone a proposal from Avastone for software data base modifications to our program. When finished, the three programs we now use will be incorporated into one. After reviewing the proposal, **Rush made a motion that we approve the proposal from Avastone for the amount of \$1,900. It was seconded by Don Reynolds and passed unanimously.**

Site Report – Christmas lights are on the tree. Lighting ceremony will be on Dec 3rd.

Marketing Update – Rush has a Christmas brick promotion ready to go. He will send out 340 notices to previous donors who are not brick donors. It will go out just before Thanksgiving. Mail cost will be around \$90. Don Reynolds said that he had a number of items he will bring to the next meeting for our review. These would be used for sales at the July 4th activities.

Brick Report – None

Newsletter Distribution – Lee said that since Bernie has left, we needed to find a distribution center for storing our email addresses. Working with Bill and Ted, Lee has found a new source called "Constant Contact" who will handle our email distribution. The cost is about \$10 per month. The November newsletter has now gone out. We have about 120 members of which we have 66 legitimate email addresses.

Insurance Update – Don reported that the insurance that we now have in effect was less than originally thought. Both insurance were estimated at \$700 each. The final amount came in at \$1,008. The reason for the difference was that the statue was thought to be a customized statue. However, Don found out that the supplier has some in stock, therefore lowering the cost.

New Business

2012 membership renewal program –Lee said that the mailing is ready to go. He is holding off for mailing in early December so as not to interfere with the Christmas brick promotion. Lee also suggested that for those who did not respond, instead of a second mailing, if the number is not too large, we can call them instead. Lee is also working on new membership development. He will have an outreach program available after the first of the year.

Lease agreement – It is on the agenda for the council next week. The original Nov lease agreement was sent to Attorney Schober for his review. Don Reynolds met with Attorney Schober and City Attorney Blum to discuss the lease and changes. Motion was made by Bill Ray and seconded by Rush Wilkens to accept the lease agreement as presented. Motion passed unanimously.

Motion by John Hopkins and seconded by Lee Sisson and passed unanimously to adjourn at 8:20.

***** Please note*** Our Next scheduled meeting date will be on Thursday December 1, 2011 at the VFW Post at 7:00pm.**

Respectfully Submitted by

John Vogel

