



**TREA: The Enlisted Association**  
**2020 MIDTERM**  
**April 30<sup>th</sup>, 2020**  
**Videoconference**

**Call to Order:** The TREA 2020 Midterm Board of Directors meeting was called to order at 0800 04/30/2020 by President Hilinski

**Invocation:** Director Simeon

**Pledge of Allegiance:** Led by President Hilinski

**Roll call:** Parliamentarian Pacheco

President - Phil Hilinski

2<sup>nd</sup> Vice - Justin Jump

Treasurer – Deborah Oelschig

Director – CD Rice

TSCL Chairman – Rick Delaney

DVMP – Ken Greenberg

1<sup>st</sup> Vice - Greg Barnett

3<sup>rd</sup> Vice – Walt Coley

Director – Hazel Simeon

IPNP – John Adams

Auxiliary President – Pat Winds

DFO & Secretary - Debbie Osborne

**President’s Message & Report:** President Hilinski. President’s report approved without objection.

**Minute Ratification:** The minutes from the January, February & March TREA board Meetings were approved without objection

**TSCL Report:** Presented by Chairman Delaney. President Hilinski asked about the new fundraising program and Chairman Delaney stated that fundraising was down due to COVID-19. DFO Osborne asked if TSCL was satisfied with the new organization that is performing TSCL’s fundraising. Chairman Delaney stated that he has not heard anything negative and assumes that all is good – COVID-19 aside. 3<sup>rd</sup> Vice Coley asked about the social media aspect. Chairman Delaney stated that the social media was handled by a third party vendor. Fundraising was done by one entity and the social media/web postings is done by another. Chairman Delaney stated that the updates posted by TSCL were ghost written and that posted articles are shared so that everyone gets some name recognition. DVMP Greenberg asked about the projected Trademark. Chairman Delaney stated that he suspects that the trademark fee will drop due to decreased income from COVID-19. Treasurer Oelschig stated that COVID-19 is expected to cause a decrease in all fundraising and TSCL is expecting that decrease. Chairman Delaney asked that the board approve the report. Without objection, report accepted.

**Auxiliary Report:** Presented by Auxiliary President Winds. President Winds stated that her report showcases the activities that the Auxiliary has done in the last year. To address the questions that were presented to her, she responded as follows:

In regards to the Auxiliary Scholarship Program – a bylaw has been submitted that would ensure that the Auxiliary is in line with the TREA Scholarship program in that no family member of any Board member can

receive a Scholarship. Once that is approved by the Auxiliary membership, it will become a Bylaw. TREA Director Simeon acknowledged receiving their proposed bylaw changes.

In regards to the Fundraising Mailers - Auxiliary Winds addressed this issue with the current Auxiliary fundraising manager, Mr. John May. She stated that she believes that they are in proper compliance because they support and give money to TREA by having events. She does not feel that there is a problem with the current fundraising letters that they send out.

Annual Membership Meeting – Auxiliary President Winds stated that the Auxiliary changed the room reservation from the original 36 rooms down to 16 room nights. She stated that the Auxiliary voted to not travel to San Diego. She stated that this was not due to the location, but due instead to COVID-19, but she also stated that the Auxiliary members had no problem traveling to Denver, as this location was possible via personal car travel and would not require air travel. It was discussed that the Auxiliary should cost-share in the fee imposed by the hotel for cancelling the original contract. The cost for the 16 room nights was \$2,544. President Winds will take this to her Board on Monday, May 4<sup>th</sup> and notify TREA National President Hilinski of the decision.

IPNP asked about services for PNP Ott and Klamen. Aux President Winds responded that nothing has been planned yet, due to COVID-19 and that she will update TREA as soon as she hears something solid. Without Objection, report was approved.

**Financial Audit:** Our auditor has tested positive for the coronavirus and was unable to present the audit at this meeting. Once he recovers from the virus, this board will reconvene to review and approve the financial audit. For the sake of the budget, Warren Halpern approved Treasurer Oelschig to move forward using the numbers directly from QuickBooks. He was comfortable with his initial review of the figures and felt confident that they present a fair and accurate of TREA's financial standing.

**USAA Report:** presented by Janice Abadilla.

**BNY Mellon:** presented by Dawn Bitton. Much concern was expressed over the loss of investment assets and the importance of allowing investments to build and grow. It is not wise to pull from investments while in a bear market. Doing so does not allow your account to regrow.

**Annual Membership Meeting Committee:** presented by President Hilinski. It was stated that the 2020 event scheduled for San Diego in September is being carefully monitored as COVID-19 continues to remain an unknown.

Without objection, the report was approved.

**5-Year Plan/Strategic Plan Committee:** presented by 3<sup>rd</sup> Vice Coley. President Hilinski asked 3<sup>rd</sup> Vice Coley to expand on the social media aspect. It was stated that all social media should be under TREA's control and not held and controlled under personal structures. 1<sup>st</sup> Vice Barnett asked for more information on the Training and Education Committee. 3<sup>rd</sup> Vice Coley stated that it will become a TPG and in the Standing Rules as a standing committee. The purpose is to get incoming board members up to speed quickly and understand where TREA is and why. 3<sup>rd</sup> Vice Coley stated that this should be a joint venture with Marketing and PR and include the TREA Chapters. DMVP Greenberg asked what is the process for TREA members who do not have computer or internet access and he stated that the Washington Office has taken on the work of social media and has been successful in the process. 3<sup>rd</sup> Vice Coley responded that while TREA's social media is being done more than in the past, it is not being done at the level that TREA wants and needs. It needs to be done on a professional level and as part of a corporate strategy. IPNP Adams asked about an app that people can download to go to the website. 3<sup>rd</sup> Vice Coley stated that he would have to look into whether the current TREA demographics supports this type of product. Without objection, report approved.

**IT Committee:** presented by 3<sup>rd</sup> Vice Coley. Most items were discussed under the 5-Year Plan. DVMP Greenberg brought up adding the links to Facebook, LinkedIn, Twitter and TREA to the signature page of all board members. DFO Osborne stated that while this is a good idea, the links need to be updated to show proper logos and be professional looking before they are used by all. Parliamentarian Pacheco asked if a procedure has been established by the new voting structure to address a tie vote. The response was that an online vote would be put into place to allow all TREA members to re-vote. Treasurer Oelschig stated that an on-line vote is not the answer – that all TREA members should have the opportunity to re-address the vote. IPNP Adams agreed with Treasurer Oelschig. Director Simeon agreed with the Treasurer in that a tie or any decision must be taken to the entire TREA membership for vote and decision making. 1<sup>st</sup> Vice Barnett stated that the cost is a factor in making this decision and that doing again will be detrimental to the organization and no matter what, by the end of the business meeting a direct decision has to be made so that the new board can start on the business at hand and not be held back waiting on a decision. Business cannot stop. Parliamentarian Pacheco brought up the issue of a majority and the fact that it could take multiple votes to reach a majority. This issue is one that will be discussed off-line. Without objection, report approved.

**Bylaws & Standing Rules Committee:** presented by Director Simeon.

Administrative changes – unanimously approved

Article VII, Section 3B - Meetings of the National Board of Directors – withdrawn and submitted as an administrative change

Article IX, Section 5 – Tellers – unanimously approved

Article IX – Section 1 – Nominee Candidates – unanimously approved

Article X, Section 7 – Annual Membership Meeting Site – majority approved

Article XII, Section 1 – Standing Committees – unanimously approved

Standing Rule 6 & 9, Paragraphs 3, 3B & 3 – withdrawn and submitted as an administrative change

Standing Rule 12 – unanimously approved

Standing Rule 15, Paragraph 2d – Publications – not approved by majority vote

TPG 15, Paragraph 30 – Board of Director Photographs – unanimously approved

TPG 23, new paragraph – Training and Education – unanimously approved

**Public Relations Committee:** presented by 1<sup>st</sup> Vice Barnett and without objection, the report was approved

**Scholarship Committee:** presented by 1<sup>st</sup> Vice Barnett. Chairman Barnett made the motion that a new Scholarship be created in recognition of Dottie Holmes. This would be a \$1,500 yearly award. This was seconded by 3<sup>rd</sup> Vice Coley. The vote was unanimously approved. Chairman Barnett stated that the committee is being lenient of timelines and requirements due to COVID-19. Transcripts and letters of recommendations are being accepted if sent directly to TREA Headquarters. The Scholarship Committee will meet again on May 15<sup>th</sup> to report the results of the committee findings. Without objection, the report was approved.

**Membership Committee:** presented by 2<sup>nd</sup> Vice Jump. A motion was made by Chairman Jump that on behalf of and per the recommendation of the Membership Committee that the TREA National Board of Directors suspend all chapters who are in non-compliance of TREA's Chapter Reporting requirements. A letter will be sent giving the chapters 30 days to bring their reporting into compliance. If compliance is not met within the 30 days, their charter with TREA will be suspended until further notice, or until full compliance is met. Motion passed by majority vote. It was discussed that the IRS allows 6 months of suspension before they will be removed indefinitely. This gives each chapter 6 months to bring their reporting into compliance.

Chairman Jump made a new motion to dissolve Chapters 112 and 114. Both have had less than 15 members for more than 6 months. TREA Bylaws state the chapters must have a minimum of 15 members. If they fall below

that for 3 consecutive months they should be dissolved. President Hilinski stated that Chapter 112 dissociated themselves from TREA several months ago and that no contact or communications should be expected. Motion passed my majority vote.

3<sup>rd</sup> Vice Coley asked for the priorities of the Membership Committee to incorporate into the 5-Year strategic plan. It was noted by the Parliamentarian that both votes did meet the 2/3 majority vote. The report in its entirety was approved without objection.

**Past National President Council:** presented by IPNP Adams and without objection, approved.

**Awards Committee:** presented by IPNP Adams and without objection, approved. A discussion was had for how to move forward with Chapter Awards. President Hilinski stated that requirements must be met in order for the chapter to receive the award, the award will not be given just because an application was submitted. DFO Osborne stated that she feels that a revamping of the criteria for awards should be updated to reflect the reality of gaining new members and member retention. We should not continue to hold chapters to unattainable expectations. Chairman Rice noted that Mark Tabacheck and Audrey McCray should be added to the report as committee members. The report was approved without objection.

**Nominations & Credentials:** presented by Director Rice and without objection approved.

**Legislative Affairs Committee:** presented by 2<sup>nd</sup> Vice Jump and without objection approved.

**Washington Office Report:** Presented by DVMP Ken Greenberg and without objection, approved.

**Headquarters Report:** presented by DFO Osborne. DFO Osborne asked the board to follow in the steps of the Federal government in extending accrued vacation time. This will allow any staff member who is at their maximum accrued vacation the ability to have more time outside of the COVID-19 restrictions. Those who are maxed out are losing vacation time with each pay period. Due to coronavirus plans have been cancelled, flights are cancelled and plans are changes outside of individual control. This request asked for the max accrued vacation be raised to 320 hours and go through December 31<sup>st</sup>, 2021 at which time the accrued vacation will resort back to 240 hours. DFO Osborne noted that the alternative was to request a payout of accrued vacation time, but due to the current financial status of the organization and the unknown impact of COVID-19, the payout could be financially detrimental to the organization. Both DFO Osborne and DVMP both excused themselves from the meeting to allow for confidential board discussion on this issue. (separate minutes)

The PPP (Payroll Protection Plan) was discussed and DFO Osborne stated that TREA's application has made its way to the SBA and is pending approval. The full report was approved without objection.

**Fundraising Report:** presented by DFO Osborne. Discussion was had on the strategic timing of the next fundraising mailing. A mailing is scheduled for late May. Director Simeon asked if our new Fundraising Organization, Integrity Marketing has options other than direct mail. DFO Osborne stated that as the company grows and becomes able to do more with social marketing, they will offer more options, but for now, direct mail is our only option with them. The report was approved without objection.

**Treasurers Report:** Presented by Treasurer Oelschig. Treasurer Oelschig started the report with the need for TREA to create an Exit Strategy. While a basic guideline for dissolution is noted in the bylaws, an exit strategy provides detailed information on what is needed and when it is needed for the respectful and professional draw down of the organization. Treasurer Oelschig requested that the National Board work to create an Exit Strategy

to protect TREA's assets and to ensure the proper spend down of TREA funds. She also stated that the exit strategy will provide for current, and future TREA staff members. President Hilinski asked for volunteers to be on this committee. The committee will consist of: Treasurer Oelschig, DFO Osborne, 3<sup>rd</sup> Vice Coley, Director Simeon and President Hilinski as ex-officio. President Hilinski will provide a date for the initial meeting.

1<sup>st</sup> Vice Barnett asked if the benevolent fund total could be broken out to reflect what is restricted to special projects such as the Holiday Program. DFO Osborne will prepare this information and give it to the Treasurer for dissemination to the board. Without objection, the full report was approved.

**Finance Committee Report and 2021 budget:** presented by Treasurer Oelschig. Treasurer Oelschig shared with the board bylaw IV, Section 5 that stated that 'if the annual budget is being exceeded, all spending not absolutely necessary shall be curtailed during any quarter of the current fiscal year.' This bylaw has not been adhered to in recent years, but it must be acknowledged and followed moving forward. Much discussion was had over the shortfall projected for 2020. Because nobody really knows the impact that COVID-19 will have on TREA, Treasurer Oelschig has scheduled another Finance Committee meeting in mid-July to review the full 1<sup>st</sup> and 2<sup>nd</sup> quarter figures. Those real figures will give TREA a better grasp on how 2020 will end.

Treasurer Oelschig reviewed the income and expense spreadsheet from the budget worksheets. These are the two pages that total all the other budgets and show the total expected income and expenses. Treasurer Oelschig asked DVMP Greenberg about his concern about bringing the part-time position to a full-time position at this time. Treasurer Oelschig stated that the Finance Committee did not recommend taking this action at this time. DVMP Greenberg agreed and hoped to bring this subject matter up again in the future.

Director Simeon questioned the upcoming Annual Membership Meeting expense. It was explained that TREA is expected to have a \$20K net loss for the 2020 event.

1<sup>st</sup> Vice Barnett questioned if other TREA members who make lodging reservations with the hotel will count against TREA's total amount due. DFO Osborne stated that as long as they use the TREA link or code that their room nights will count against TREA's totals.

DFO Osborne drew attention to the budget for The VOICE magazine, stating that the current budget shows a move towards a newsletter format and away from a full magazine. It was stated that this particular budget is for 2021. Director Simeon stated that the 2020 budget was approved for a newsletter format so that the next issue could be a newsletter format. DFO Osborne asked for clarification from the board on whether the August issue is to be a newsletter format. Motion made by 3<sup>rd</sup> Vice Coley to make the August issue of The VOICE magazine a newsletter. Seconded by 1<sup>st</sup> Vice Barnett. Unanimously approved. President Hilinski asked about the Membership Acquisition program. DFO Osborne reported that the program was not successful. Partially due to the timing of the mailing, which hit in the middle of the coronavirus. DVMP brought up the proposed USPS rate hike and wanted the board to be aware of this unbudgeted expense.

Director Simeon asked what the process is to ensure that no committee or budget goes over the approved figures. Treasurer Oelschig stated that consistent monitoring is the answer to that question and that the board simply not allow it.

3<sup>rd</sup> Vice Coley asked for the bottom line of what needs to be cut to make a balanced budget. DFO Osborne stated that expenses can be held to a certain level of accuracy, but the income is what is volatile and uncertain. The Finance Committee meeting in July will produce more timely information and may provide for a more accurate projection for FY 2020.

The full Finance Report and proposed 2021 budget was approved without objection.

**Good of the Order:** President Hilinski went through each member present and gave everyone the opportunity to provide comments.

1<sup>st</sup> Vice Barnett commented on the need for local members and chapter to become more involved in local legislative activity to ensure that TREA's mission of supporting veterans continues to be met.

2<sup>nd</sup> Vice Jump stated that he thought that the board needs to discuss the current affiliation relationship with TSCL and to decide if it is in the financial and best interest of the TREA. President Hilinski stated that a meeting can be scheduled in May to discuss this.

3<sup>rd</sup> Vice Coley – stated that better integration at all levels is needed. TREA need to change how we do things. We cannot continue to do things the way we always have.

Director Simeon stated that she feels very positive about the changes made during this meeting. The Exit Strategy, the change to a newsletter, the movement to videoconferencing – these all lend themselves to a more successful organization.

IPNP Adams asked if a PNP was needed for the Exit Strategy Committee. He would be willing to serve on the committee.

DFO Osborne stated that an exit strategy is not the decision to close TREA. It is a plan that is enacted to protect the assets of the organization against emotional spending and should be looked upon as such. If and when the decision to dissolve the organization is made, it must be done in a way that preserves the good work and 57 years of veteran support that is TREA's legacy. She also stated that doing the midterm meeting via videoconference saved \$8,000. This a perpetual savings so the realized savings equates to much more than just \$8K.

DVMP Greenberg asked the board if there was something more that they want to see coming from the Washington Office. He also stated that he would be willing to be on the Exit Strategy Committee if needed and that TREA needs to be careful and that we protect the reputation in Washington. Appropriate outreach needs to be performed and proper coordination needs to be done to ensure TREA's integrity and reputation remains intact throughout any closing process.

President Hilinski brought up social media and the fact that the social media should be run by TREA and not administered by him. He wanted the board to be aware that one of his goals was to turn the social media management over to a capable and knowledgeable individual or company. He also stated that the 'midterm' meeting will not officially be done until the audit report has been presented and approved by the board.

**Invocation:** Director Simeon.

Adjournment by President Hilinski at 5:32pm

Respectfully submitted by DFO/Secretary Osborne – 5/4/2020

Approved by Parliamentarian Pacheco – 5/6/2020