



**LORD FAIRFAX “SILVER” CHAPTER**  
**United States Army Warrant Officers Association**  
**462 Herndon Parkway, Suite 207, Herndon, VA 20170-5235**

23 MAR 2016

**Call to Order:** President CW5 Phyllis Wilson presided over the meeting and called the meeting to order at 1730 hours on 23 Mar 2016, at the Fort Belvoir Golf Club. A quorum was confirmed as being present or represented by proxy.

**President:** CW5 Phyllis Wilson

**Vice-President:** CW4 Darla Saunders (Excused)

**Secretary:** CW5 Alana M. Kolcun

**Treasurer:** CW5 (R) Richard “Dick” Markle (Excused)

**Ways and Means:** CW5 (R) Ron McLendon

**The Pledge of Allegiance:** Said by all, followed by a moment of silence for our fallen comrades.

**Secretary’s Report:** The Secretary’s Report for the 21 Oct 15, 18 Nov 15 and 13 Jan 16 meeting were read by each of the members present. It was motioned by Alana Kolcun and seconded by John Scott that the meeting minutes be accepted and passed on to record, subject to any necessary corrections. The motion was carried and the report passed on to record. There wasn’t a chapter meeting in December and February. A Lunch and Learn event was held on 26 Feb 16 in lieu of a chapter meeting.

**Treasurer’s Report:** The Treasurer’s Report for 16 March 16, was read by each of the members present. Phyllis Wilson gave a summary of income and expenditures. There was a number transactions (income and expenditures) related to December’s holiday event and February’s Lunch and Learn. It was motioned by John Scott and seconded by Ron McLendon that the Treasurer's report be accepted and passed on to record, subject to audit. The motion was carried and the report passed on to record.

**Committee Reports:**

- **Adopt-a-Highway:** The project coordinator, CW5(R) Markle, reported (via email) and read by Phyllis Wilson, 21 bags of trash from the last highway cleanup on 05 Mar 16. Dick Markle, Ed Clayton, Eddie Mallard, Christine Stinson and her daughter, Paige, and Alana Kolcun each contributed 3.5 hours. The next round of cleanup is TBD. Brandy Galloway will check with the Girl Scouts to see if they’ll be interested in participating in the future.
- **Ways and Means:** Ron McLendon will check on available dates for the next chapter car wash. 14 or 21 May appear to be the best dates at this time.
- **Memorabilia Committee:** Current inventory of memorabilia is on the back of the Treasurer’s report. Phyllis Wilson suggested a cutting board as an item we may want to sell. We will not

order any more bullet pens at this time.

- **Awards:** NSTR
- **Membership, Recruiting and Retention:** Membership: Alana Kolcun provided chapter member demographic data. This data could be used to identify groups/pockets of chapter members that may be interested in specific events. Chapter meetings/events could be held in locations where there are higher populations of chapter members. Recruiting: It was suggested that we reach out to WO Recruiters and have them invite the NCO's interested in becoming WO's to our chapter meetings and events in order to bring them into the fold early on. Retention: It was proposed that at the 12 month mark of new chapter membership, we initiate a program to pay for another year of membership given specific criteria TBD (i.e. participate in one community service event and attend 'X' number of chapter meetings).

**President's Report:** CW5 Phyllis Wilson mentioned that we should revisit in the fall whether or not to initiate a WO Auxiliary. Last month's Leader Professional Development (LPD) Lunch and Learn organized by Jon Huntington was a success. Feedback was positive and venue (Ft Belvoir Officers Club) was good. Phyllis will share with the future president how to do "Eventbrite" and lessons learned. Phyllis presented brochures for the Links to Freedom Golf Foundation and the SAVE Alliance Golf Scramble as 'food for thought'.

**Vice President's Report:** NA

**Old/Unfinished Business:**

1. WOW July 2016 – Friday, 08 July will be the Golf Tournament. We can have up to 20 teams of 4. Dick Markle has reserved Friday, 8 July 2016 and recommend that we team up with Veteran Service Organizations (VSO). Phyllis Wilson provided signed letters to be given to donators.
2. WOW July 2016 – Saturday, 09 July will be the 5K run. Location TBD. There will be a special medallion for participating in the event. This year the medallion will be bronze, in 2017 it will be silver, and in 2018 it will be gold. Some of the proceeds will go to National.
3. Rebuilding Together Alexandria – Saturday, 30 April. Dick Markle is the lead organizer for this event. A motion was made by Ron McLendon and seconded by Alana Kolcun that \$250 be donated to Rebuilding Together Alexandria.
4. Website makeover: Alana Kolcun motioned that (not to exceed) \$100 a year be contributed to the cost of a new chapter webpage. John Scott seconded the motion.

**New Business:**

1. WOW July 2016 – The cake cutting is tentatively scheduled for Thursday, 07 July at 1300hr at the USO. John Scott will contact the USO and begin coordination.
2. Raffle – TBD. Phyllis Wilson will look into our options (Raffle item? How to sell tickets (online)?)
3. June was suggested as the next LPD Lunch and Learn with CW5 Meaghan Hatfield as the speaker. Suggested Topic: WO Promotion Trends.
4. May Elections - Ron McLendon will be running the elections. Candidates thus far include John Scott for President; Jon Huntington and Brandy Galloway for Vice President. Ron will need

biographies NLT 01 April 16. Ballots will go out to chapter members in April.

**Community Affairs:** NSTR

**Guest Speaker:** N/A

**USAWOA:** NSTR.

**Announcements:** The next chapter meeting will be held on 20 April, at 1630hr at the Fort Belvoir Golf Course. This is one hour earlier than our previously scheduled meetings. The May meeting is tentatively scheduled for 18 May 16.

**Adjournment:** A motion was made to adjourn by Ron McLendon and seconded by John Scott and the meeting was adjourned at 1836 hours.

**Respectfully submitted:**

**Alana M. Kolcun**  
**CW5, USAR**  
**Secretary**

**Approved:**

**Phyllis J. Wilson**  
**CW5, USAR**  
**Chapter President**

**Members Present:**

CW5 Phyllis Wilson  
CW5 Alana Kolcun  
CW5(R) Ron McLendon  
CW4 John Scott  
CW4 Brandy Galloway