

FHCEIAA Board Meeting Minutes

17 Jul 2017

1. **Members Present:** CAPT Aaron Middlekauff, Drs. Richard & Janet Southby and CAPT (ret) Gayle Dolecek.

2. **Upcoming Institutes for 2017:**

Fall 2017: 11-22 Sep 2017//Dinner being held on 20 Sep 2017
9-20 Apr 2018 and 10-21 Sep 2018

3. **Current finances:** \$8639.08 at the end of 30 June 2017 in the BB&T Checking account and \$198,680.60 in the Vanguard Mutual fund account. Gayle mentioned we will need to conduct a financial review every two years and will be completed by the end of this calendar year.

4. **Review of Board meeting minutes:** Approval with no modifications as posted.

5. **Director's Report:** The FHCEII will be permanently held at USUHS. Janet was confirmed as the FHCEII Associate Director.

The USUHS President, Dr. Richard Thomas, has been incredibly supportive of FHCEII. Consider inviting him to the FHCEII Annual Business Meeting at AMSUS.

6. **Financial Report and audit discussion:** An audit will be conducted at the end of this year. Income tax papers for tax year 2016 were filed 26 Jan 2017.

7. **By-Law Update:** CAPT Middlekauff will continue to maintain the FHCEII Facebook page.

8. **Annual Business Meeting:** AMSUS, Thursday, 30 Nov 2017 at the Gaylord Hotel in Washington, DC.

Proposed speaker is USUHS President, Richard W. Thomas, M.D., D.D.S., MG, USA (Ret).

<https://amsus15.registerat.com/Home.aspx>

a. The board approved subsidizing the cost of the breakfast in order for members to receive a continental breakfast for \$25 at the Gaylord.

b. CAPT (ret) Dolecek will begin sending emails to members alerting them to the annual meeting.

c. CAPT Middlekauff contacted AMSUS and confirmed that FHCEII will be added to their website.

9. **Annual Scholarship Application:** The due date for scholarships applications has been extended to the end of September. Gayle will push out an e-mail announcement and Aaron will post on the Facebook page.

10. **DSA Recipient:** A recommendation of VADM Raquel C. Bono was made. If selected, we will present award at AMSUS breakfast FHCEII business meeting.

11. **Future board membership:** Gayle will disseminate announcement for scholarship as well as future board membership interest and CAPT Middlekauff will post on Facebook to maximize exposure. This will occur prior to Sep 2017 in order to confirm interested officers during the FHCEII business meeting.

12. **Open agenda items** – No further open agenda items.
