U. S. Coast Guard

Chief Petty Officer Association

Grand Haven Chapter

**December 16, 2021**

**General Membership Meeting Minutes**

Minutes

1. Meeting called to order at 1830.
2. Members in attendance: BMCM Beatty, BMC Karpin, MSTC O’Neil, HCPO Niemiec, BMCM Moore, BMC Reed, BMC Fiore, BMCS Stepien, BMC Lauters, ETC Locklear, and HSC Girvin.

Guests in attendance: None

1. Minutes: Previous meeting minutes reviewed and accepted as amended.
2. Treasurer Report: HCPO Niemiec submitted treasurer report. Reported balance as of 12/16/2021 is $31,868.57 with deposits of $100 from American Legion and $200 from Fraternal Order of Eagles pending. Balance for CCTI Fund is $11,323.00 with $4,500.00 check for the dinner venue pending. Report accepted.
3. Communications: Nothing to pass.
4. Committee Reports

 a. Community Service: BMC Fiore reported the following:

-CG41448: Seeking a project manager for the CG41448. Let him know if you’re interested.

-Escanaba Memorial Park: USLSS Brick Memorial-Quotes for supplies and installation submitted to CDR Smith. Waiting on approval to move forward. BMC Fiore will remain POC for the project. Buoy Signage-BMC Reed will take high quality digital photos to replace current signage. He will provide digital files that we can use to seek quotes. BMC Karpin also assisting. Stanchion/Lifeline Replacement-Working on quote to replace stanchions with poly and lifelines with stainless steel.

-Toys For Tots: Toy pick-up scheduled for 21 DEC 0900-1400. BMC Fiore, HCPO Niemiec, BMCM Moore, Jackie Niemiec have volunteered to assist. BMCM Moore/BMC Cucovatz will solicit station for remaining 5 volunteers needed.

Merchandise: BMC Fiore reported that polo shirts are on back order.

i. Burger Night: HCPO Niemiec passed that next burger night is scheduled for 14 Jan. Volunteers needed.

ii. Adopt a Highway Report: BMC Lauters reported that next clean-up window is 27 Apr-03 May. Date will be picked closer to event. Will need to pick up more supplies.

b. Membership: Nothing to pass.

c. Finance, Budget & Investments: HSC Girvin and HCPO Niemiec attended treasurer training given by National Secretary. Key notes: Keep CCTI funds separate, 2 people required to approve transactions, mandatory biannual audits, Quickbooks program highly recommended and can be purchased for $75 through National, tax exempt donations, do not use personal Venmo/PayPal/etc accounts to move money such as raffle ticket purchases.

 d. Publication & Public Relations: BMC Reed soliciting for suggestions.

i. Facebook Page and Website: BMC Fiore requested new membership numbers to update webpage. MSTC O’Neil will request updated roster and pass info. Officer contact info removed from webpage after several phishing attempts. Please take and send pictures of any events to BMC Fiore, MSTC O’Neil, or BMCM Beatty for posting on the Facebook page.

 e. Standing Rules and Regulations: Nothing to pass.

f. Fundraising:

* + 1. Water Tent Committee: BMC Fiore reported that two 6 ft tables, new cooler hinge kit, and new signage was approved in CY22 budget and he will purchase after the new year. He will stencil all property and transfer to Station for storage. Needs someone to order new fundraising yard signs.
		2. Golf Committee Report: Nothing to pass.

 g. Activities:

 i. Visiting Chiefs Picnic: BMCM Beatty volunteered to be the new Chair.

 ii. Chapter Scholarship Program: BMCS Stepien reported that he is waiting on

 topics from National.

1. Old Business:

 a. Nothing to pass.

1. New Business

 a. Established Audit Committee: BMCM Moore, HSC Girvin, HCPO Niemiec, and MSTC O’Neil

 b. Email was sent to Chapter soliciting donations for fund to support BM1 Bossinger for

 discussion. No motion to discuss further.

 c. BMC Fiore motioned to spend $75 on Quickbooks Program recommended by National.

 BMCM Moore seconded motion. Motion passed.

1. Good of the Order:

a. Nothing to pass.

1. Moment of Silence observed for those who have gone before us
2. Next Meeting: 20 **JAN 2021, 1830hrs**
3. Meeting Adjourned 1931.