



COMMEMORATIVE AIR FORCE

GENERAL STAFF MINUTES

April 14, 2017

The Commemorative Air Force General Staff convened in a regularly scheduled meeting on April 14, 2017 at the DoubleTree Love Field, Dallas, Texas.

General Staff members participating: Deena Clausen; Dennis Fennessey; Bob Lawrence; Mark Novak; Kim Pardon; Doug Rozendaal; Dennis Schell; Randy Wilson
Via phone: Philip Beegle 3 p.m.

General Staff members not participating: Gerald Oliver

Others present: Stephan Brown, CEO; Floyd Houdyshell; Steve Buss; Donna Blalack; Bill Shepard; Rozelyn Beck; David Oliver; Jim Lasche Alan Brooks for the first couple of hours; Jarrett Bertoncin; Neils Agather; 1 p.m.: Karen Waller, Byron Sanders, Rodney Burchfield; Willis Johnson; Jim Keys. 2 p.m.: Willie Hornberger; Larry Ley

CALL TO ORDER

Rozendaal called the General Staff meeting to order at 8:02 a.m.

QUORUM CALL

Rozendaal assured a quorum was present.

MINUTES

**Motion by Clausen to approve the minutes of March 3, 2017. Second by Wilson.
Motion unanimously approved.**

MONITORING REPORTS

Financial Dashboard

Houdyshell made his report.

CEO Report

Brown requested action from the board regarding the completion of the contract with Nik Coleman for the *That's All, Brother* documentary.

Motion by Wilson to pay \$150,000 to complete the project per the contract. Second by Lawrence. Motion was tabled.

Beck and Shepard reported detail on the RISE ABOVE: WASP Project. Discussion was lengthy.

A lot of discussion centered on the cost of the film. Brown pointed out that the film would be used at the National Airbase as well. That information brought the cost in line with expectations.

Brown requested action on the completion of the purchase of the WASP provenance T-6 that the owners have been holding for the CAF. Brown suggested the CAF purchase the aircraft even if the WASP Squadron was not yet ready for assignment. Brown agreed to hold the aircraft in an unassigned status until Oct. 1, 2017.

Motion by Novak to complete the option on the WASP T-6 by the expiration of the option, June 15, 2017, using existing funds. Second by Wilson. Motion unanimously approved.

Barton Cotton Update

Beck updated the board on the progress of the solicitations. Revenues are ahead of projections. Rozendaal stated the same was true for the Red Tail Squadron. Rozendaal requested that the next Barton Cotton visit be during a General Staff meeting.

Acceptance and Assignment of the Bell 47 Helicopter

Motion by Schell to accept the donation of the Bell 47 helicopter and assigned it to the Tail Rotor Sponsor Group as per the agreement. The helicopter will be housed at the Central Texas Wing for five years. Second by Pardon. Motion unanimously approved.

Oliver suggested assignment of both the OY-2, N5138B and the S-108, N97040.

Motion by Wilson to assign OY-2, N5138B to the Lake Superior 101 Squadron. Second by Lawrence. Motion unanimously approved.

Motion by Pardon to assign S-108, N97040 to the Spirit of Tulsa Wing. Second by Clausen. Motion unanimously approved.

Return Authority to Acquire, Dispose and Assign Aircraft to the AAHFM

Motion by Lawrence to return authority to acquire, dispose and assign aircraft to the AAHFM. Second by Fennessey. Motion unanimously approved.

The motion was amended by Wilson and seconded by Pardon to strike the word "dispose". Motion was unanimously approved.

Recess for Lunch

National Airbase Feasibility Study

Waller and Agather made a presentation. Additional information came from Sanders, Burchfield, Johnson, Keys, Hornberger and Ley.

National Airbase Update

Brown gave an update and unveiled the idea of an aeronautical high school on site, similar to CFAA in Lakeland, FL.

Visioning

The board went into a workshop to work on a Mission Statement and Vision Statement. Lawrence & Bertoncin led the workshop.

The board recessed at 5:15 p.m.

Saturday, April 15, 2017

Following an Executive Session, the Commemorative Air Force General Staff reconvened in a regularly scheduled meeting on April 15, 2017 at the DoubleTree Love Field, Dallas, Texas.

General Staff members participating: Deena Clausen; Dennis Fennessey; Bob Lawrence; Mark Novak; Kim Pardon; Doug Rozendaal; Dennis Schell; Randy Wilson
Via phone: Philip Beegle

General Staff members not participating: Gerald Oliver

Others present: Stephan Brown, CEO; Floyd Houdyshell; Steve Buss; Donna Blalack; Leah Block; Bill Shepard; RozeLyn Beck; David Oliver

During Executive Session, the board received an organizational assessment from Jerry Washburn. *(These minutes **amended** May 19, 2017 to include this report.)*

CFO Search Process

Clausen and Fennessey reported. They will put together a position description and send to Brown and the board for review. They will make recommendations on methods to search.

Visioning (cont.)

The board continued their discussion.

Motion by Pardon to accept the vision words for the CAF: Remember, Honor, Fly, Inspire. Second by Schell. Motion unanimously approved.

Motion to bring tabled motion back to the table. Second by Clausen. Motion unanimously approved.

Motion by Wilson to pay \$150,000 to complete the project per the contract. Second by Lawrence. Motion unanimously approved.

Gantt Chart Update

Buss put the chart up on the screen and the board made changes as needed.

MUPS

Lawrence reported that the committee met recently. Items they are working on include Mission: Membership, Onboarding, Cadets, Privacy Policy (rosters), AutoRenew.

Other Business

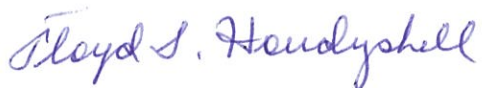
Clausen made a financial report on *That's All, Brother*. There is approximately \$400,000 left in the fund. The Central Texas Wing has asked Basler for a proposal to complete the work to flying condition.

Block suggested the CAF have a film contract template in place for Headquarters and units to use.

Executive Session

Motion by Pardon to adjourn. Second by Wilson. Motion approved without objection.

Respectfully submitted,



Floyd S. Houdyshell
Secretary/Treasurer