



THE NATIONAL GUARD ASSOCIATION OF ARKANSAS

P.O. BOX 663

NORTH LITTLE ROCK, ARKANSAS 72115

MEMORANDUM FOR RECORD

Officers Present: MG Kendall Penn, Lt Col Tammy Culley, LTC Anthony Sanders, Maj Seana Warner, Maj Sharetta Glover (Phone-In), Maj Steve Thompson, Maj Shay Matyja (Phone-In), CPT Amanda Condery, Maj Harold Marable, CPT Bryan Sherman, 1Lt Alex Miller (Phone-In), CPT Michael C. Battle-Smith (Phone-In), Maj Brian Young, CPT Uneeda Blackwell (Phone-In), MAJ Byron Glass (Phone-In), MAJ Kevin Mansfield, CPT Beth Simpson, 1LT Michelle Malone (Phone-In), Lt Col Paul Needham (Phone-In), Capt Bradley Kremers (Phone-In), Lt Col Ryan Workman, Capt Jason M. Kulaga

Others Present: James Lamb (Operations Mgr), Christel Combs (Insurance Sales), Barbara Scott (Graduate Assistant)

Attachments: Comments from NGAA Conference, FY 2019 Budget, Policies in/Admin Fees 2014-Present

SUBJECT: Minutes from the May 22, 2018 NGAA Board of Directors Meeting

1. The National Guard Association of Arkansas (NGAA) Board of Directors met on 22 May 2018.
2. The Board passed a motion to accept the minutes from the last board meeting as written.
3. The first order of business was to discuss the annual NGAA conference that was recently held in Springdale, AR. The Board reviewed conference attendee feedback and gave their own input as to what to improve for next year's conference, including:
 - Fewer speakers
 - More break time
 - Shorter business meeting
 - Consolidating the hospitality rooms
 - More activities (alternative to golf)
4. Hospitality Rooms: For next year's conference, MG Kendall Penn proposed either having the hospitality rooms stacked (one on each floor) or having one large open space.
5. The Banquet: One Board member proposed having the awards format in better order for next year's conference.
6. Entertainment: One Board member commented that it took too long to introduce performers.
7. Lt Col Tammy Culley proposed that the Board finds a way to analyze the conference attendee surveys.
8. Website: Attendees want information on what to wear, a contact list for the Board of Directors, and a conference agenda posted on the website for next year.
9. The next issue order of business was finding volunteers to serve on the committee chairs for the upcoming 2019 conference. Dates will be finalized in late July-early August.
 - Exhibits Committee: Chase Battle-Smith volunteered to head the Exhibits Committee again.

- Business Session Committee: Includes a chairperson (Lt Col Sanders), sergeant-at-arms (MAJ Steven Thompson and Lt Col Ryan Workman), and an A/V assistant (Lt Col Chapple).
 - Banquet Committee: MAJ Trey Marable volunteered with CPT Adam Warford assisting.
 - Parade of Commanders: Maj Bridgette Scott was recommended with CPT Danielle Blackwell as co-chair.
 - Awards, Signs & Banners Committee: 1 LT LaPortia Jackson was recommended (should be back around September or October).
 - CGO Award: Lt. Col. Paul Needham volunteered to chair.
 - Business Session Speaker: Still open. The Board members will provide recommendations from their units with direction from MG (Ret) Kendall Penn.
 - Banquet Speaker: Still open. The Board members will provide recommendations from their units with direction from MG (Ret) Kendall Penn.
 - Past Presidents Plaque: MAJ Sharetta Glover will present.
 - Attendance Award: MAJ Sharetta Glover will present.
 - Award for the Speaker: MAJ Sharetta Glover will present.
 - Partners in Patriotism Golf Tournament Committee: MAJ Byron Glass will head with a local co-chair (1 Lt Alex Miller).
 - Hospitality Suites Committee: CPT Chase Battle-Smith will chair with CPT Amanda Condery serving as co-chair.
 - Past Presidents and Retiree Committee: Lt Col Tammy Culley will chair.
 - Company Grade OPD Chair: CPT Bryan Sherman will chair with CPT Jason M. Kulaga volunteering as co-chair.
 - Nominations Committee: Lt. Col. Tammy Culley will chair.
10. Lt Col Tammy Culley suggested that they create a Travel Award for next year, based on feedback about the Attendance Award, as it could be more competitive.
11. The next order of business was determining the date and location of the 2021 conference.
- MG Kendall Penn suggested pushing back the dates of the 2021 conference to March so that more corporate members would be able to attend.
 - MG Kendall Penn also suggested looking at locations in Northeast Arkansas as a primary option with Hot Springs as an alternate.
 - MG Kendall Penn confirmed that the 2019 conference will be held in Little Rock and the 2020 conference will be held in Northwest Arkansas again.
12. The discussion of the date and location of the 2022 conference will be tabled for another meeting. One Board member proposed that they ask their membership base what they think before deciding when and where to have the 2022 conference.
13. Budget Proposal: Operations Mgr James Lamb addressed the Board to go over the NGAA's financial statements before the end of the fiscal year. Here were the main takeaways:
- Extra expenses were due to printing more newsletters and waiving registration fees for company grades (this alone cost the NGAA \$3,310).
 - This year's conference expenses totaled around \$60,000.
 - Compared to previous years, this year's conference expenses were significantly higher.

- The budget for next year's conference will have to be smaller, MG Kendall Penn confirmed.
14. A motion was made to accept the budget proposal. The motion carried and the budget was approved.
 15. Corporate Membership Program Update: Graduate Assistant Barbara Scott addressed the Board to say that from 2017 to 2018, NGAA lost around \$8,000 in revenue just from losing touch with members or members thinking they're not getting enough out of their membership. (2017 had appx \$41,000 and 2018 has only \$33,000 so far)
 - To fix this, Barbara Scott is looking at what we offer members at the different corporate levels and comparing that to the six states that border Arkansas as well as states with similar association numbers. In doing so, she hopes to see how NGAA can do what they do, but better.
 - Barbara Scott and MG General Penn talked to Col. Saylor the other day about getting more contacts with people that the Guard is already spending money with in order to try to get that money to come back to the NGAA.
 - One idea is having a lower-level "Joint-Corporate Membership": NGAA's lowest level is \$1,000, this would be a \$1,500 yearly fee to be a member of both NGAA and the Enlisted Association. Each would get \$250 per joint membership.
 16. NGAUS Conference: August 24-27 2018 in New Orleans, LA.
 - The theme is "Mardi Gras."
 - Members who plan on registering to attend will need to do so ASAP.
 - Rooms are \$151 a night.
 - The Board asks members to volunteer for various conference chair positions.
 17. 2019 Calendar: MG Kendall Penn reviews important dates for meetings, conferences, etc.
 18. There is no old business to discuss.
 19. The NGAA Board of Directors President, LTC Anthony Sanders, addressed the Board on his priorities. They are as follows:
 - Increased efforts towards branding and marketing the NGAA (the Enlisted Association currently does a much better job at this).
 - Increasing membership numbers.
 - Taking an initiative in legislative actions, as this is a legislative year for our General Assembly.
 - LTC Anthony Sanders also urged Board Members to communicate their ideas to him on how to improve the lives of our service members and retirees in any branch of the military.
 - LTC Anthony Sanders' expectations of Board Members: We have a responsibility to the people.
 20. The Board then made a motion to adjourn. The motion passed and the meeting ended.