

Iowa Army ROTC Alumni Group

Second Planning Meeting
Iowa National Guard Readiness Center
4540 Melrose Avenue
Iowa City, Iowa

Meeting held: Tuesday, 03 September 2013 1800-1915

1. The following Provision Directors participated in this evening's meeting.

- a. Joseph Albrecht, Current PMS
- b. Rob Hedgepeth, '89
- c. Todd Jacobus, '89
- d. Paul Kilgore, '08
- e. Dave Lewis, '89
- f. Luke Peters, '89
- g. Robert Stavnes, '84
- h. Vance Stewart, '83

2. The following Provisional Directors were unable to attend the meeting, but responded with their intent to remain engaged with this organization as we build our foundation. Thanks for responding!

- a. Scott Ayres, '83
- b. Bruce Berger, '83
- c. Steve Fredericks, '69, Former PMS
- d. Karl Kraus, '87
- e. Mark Lucas, '08
- f. Pat O'Connor, '09
- g. Walter Prentice, '69
- h. Brett Thoms, '93
- i. Tony Wolf, '86
- j. Dave Deyak, Former PMS

3. Rob Hedgepeth welcomed the eight individuals to the meeting this evening. Four participated in person at the Iowa City Readiness Center, and the others dialed.

Paul Kilgore dialed in from Korea which is 9:00 am in Korea. Thanks Paul!

4. Rob Hedgepeth has established an account for the HawkeyeBnAlum, free of charge, through an on-line service called Wiggio. Wiggio is a system to facilitate meetings and distribute notes. This system will send an invitation to join Wiggio to new members. Rob up-loaded the by-laws as an attachment to Wiggio, and then the Wiggio system pushed them out to the 20 invitees. The conference call notice was pushed out via email by Wiggio, and was conducted from the Iowa City Readiness Center via Skype.

5. Since last month, Rob Hedgepeth and Todd Jacobus drafted by-laws. Much of the core of those by-laws were the result of discussions during and since the June 2013 meeting, in addition to the mission and objectives drafted by Dave Lewis since the last meeting. Those by-laws were distributed earlier this month. Thanks to everyone who contributed samples of quality by-laws to help inform this process.

6. All present had reviewed the by-laws, and Rob Hedgepeth facilitated a discussion of that document.

7. There was a discussion about the board of directors:

a. Participants generally agreed that we should have between 9-15 board members with preference being towards the 15 number in order to ensure that we had enough representation to run quality meetings.

b. General consensus is that we should ensure that we have an ODD number of Board members.

c. Once we finalize quantity of board members, general consensus was that we should establish three-year tours for re-election, which means that every third year, we would need to replace one-third of the board.

8. Draft By-Laws Page 2 of 7 #13. Should be more specific about participation or intervention in political campaigns by adding that "no one can engage in these activities on behalf of, or while representing, the University or Association."

9. Draft By-Laws Page 2 of 7 #29. "g". - Be more specific - "It is the desired goal of this board that all work and investment of time not be compensated monetarily."

10. Draft By-Laws Page Page 2 of 7 #30. Membership Categories. General opinion is that we DO want to allow "friends of the Department" to be voting members. There are individuals who may not have been a Cadet, or faculty member, in the program, but who nonetheless hold the program in high regard and want to have a connection to it. We want to be more inclusive of these people, as they add value to the organization. Establishing their status as "non-voting members" may not facilitate more inclusion.

11. Draft By-Laws Page 2 of 7 #36. We need to add word "Army" to "Iowa ROTC Department".

12. Draft By-Laws Page 3 of 7 #37. We, as a provisional board, should really establish the number of board of directors members, instead of. Our concern is that if a board has the ability to adjust downward the number of board of directors, then that could jeopardize the integrity of the board. For example, if there is a controversial issue which must be voted on, then there could be an effort to reduce the number of Board of Directors in order to have a better chance of getting an agenda passed.

13. Dave Lewis, who has retired from the Iowa National Guard, and now works full-time as a professional college foundation fund raising coach, drafted a very sound mission statement and objectives for our group. Rob Hedgepeth will distribute those to all provisional board members for review, and we will discuss those further at our next meeting.

14. Rob Hedgepeth informed the group that he received a note from was contacted by a Coldwell Banker Real Estate representative, LeAnn Tyson, who indicated that her company wants to know how Coldwell Banker can support the Cadets at The University of Iowa. The group discussed this opportunity, and agreed that there are many organizations who may be interested in helping in the form of a donation, or otherwise, and we need to establish a system to make their donation seamless, transparent, and easy.

15. Bob Stavnes reported that an individual he has come to know over the years, LTC Art Degrote, United States Army Retired, spent his last five years in the Army as the Professor of Military Science at Kansas State University. Art has shared with Bob that Kansas State University has many flag officers who remain quite connected to their ROTC programs in Manhattan.

a. Art Degrote set up a system for accepting donations with the idea being "build it and they will come." There have been some very generous contributors, a small handful of very large donations (in excess of \$1,000,000), and many donations in the \$500 range since the establishment of donation program.

b. Bob Stavnes further commented that In order to get a genuine scholarship effort off the ground at The University of Iowa, we need to have a minimum of \$35,000 in the bank. And, that amount would generate an annual scholarship in the range of \$500. Not substantial by any stretch of the imagination.

c. Bob Stavnes suggested that K-State ROTC Alumni Association operates without dues, but rather get their operating capital through gifts from Alumni. He indicated that one of their largest sources of income is through estate planning.

16. Dave Lewis suggested that in terms of income sources, we are looking for:

a. First, a cash donation;

b. Second, a contribution through selling of assets;

c. Third, resources from estate planning.

17. Mark Lucas and Vance Stewart continue to work marketing endeavors. These efforts would include polo shirts, coins, and other gifts for members, cadets, and donors.

18. Joe Albrecht provided an overview of critical dates for Academic Year 2013-14.

a. 21 Dec 2013 - Winter Commissioning. We will have a Provisional Board of Directors meeting sometime around that timeframe.

b. 15 Feb 2014 - Dining Out / Military Ball

c. 7 May 2014 - Awards Breakfast

d. 17 May 2014 - Spring Commissioning Ceremony

e. 13-14 Sep 2014 - Game Ball Run

f. 14 Sep 2014 - Iowa - Iowa State Football game in Iowa City

19. Actions to pursue before next meeting in December 2013.

a. Refine / Edit by-laws and re-send.

- b. Need to nail down funding requirements.
- c. Need to follow up on establishment of a 501 (c) (3), and pursuit of a Tax ID #.
- d. Begin planning an event (cookout, social gathering) to take place on 14 Sep 2014.
- e. Plan on dedication event for the Organization to take place on 14 Sep 2014.
- f. We will elect our first official Board of Directors on 14 Sep 2014.
- g. When we next meet, we will FINALIZE and APPROVE our by-laws, as a Provisional Board.
- h. Continue to liaison with the Foundation.
- i. Continue to develop marketing strategy.
- j. Follow up with McKinley Bailey, AJ Herink, MG Bob Sentman.

20. Todd Jacobus reinforced to Joe Albrecht that the focus of this effort is to be 100% supportive of his objectives as PMS, and reiterated that success of this Alumni Association will contribute to the success of the Army ROTC program. We need his input on how we can help him, and his program.

21. Joe Albrecht indicated that he is very excited to be in Iowa City, and serving as PMS of the Mighty Hawkeye Battalion. He sees a great deal of positives in this program. There may be opportunities to grow the program, and this Alumni Organization will help towards that end.

22. Joe Albrecht informed the group that there are two endowments that support the Cadets currently. This equates to approximately \$3,500 annually. One is specifically oriented towards Nursing, and is essentially about \$500 per year. Not a lot of money. Further, he indicated that he met many PMSs during his Pre-Command Course, and learned that some universities, which commission between 10-15 cadets, and their Universities are supporting their programs with tens of thousands of dollars. That's not the case with The University of Iowa.

23. Bob Stavnes suggested that the program send mailings to all Alumni, inviting us to Dining In, Dining Outs, Commissionings, etc., and asking for donations. It would be great for all of us to be reminded of these events, even if we cannot attend. It would also provide that opportunity to seek donations.

24. Regarding financing for near-term needs, an option will be to set up an account with The University, right now, to accept donations on behalf of our organization. That will suffice until such time as we have a 501 (c) (3) set up. Keep in mind that The University will charge us to handle any funds, and it may be a better idea to establish the financial framework first, and then accept donations later.

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