

**416th ENCOM Association Board of Directors
Meeting Minutes for January 7, 2023**

President Robert Chevas called the meeting to order at approx. 0910.

Appointed by the President and serve a two-year term concurrent to the Association Board.

Position	Rank	Name	Contact
Director at Large (Senior) (P09-11)	MG (R)	Robert Heine	email a board member
Director at Large (Programs & Events) (P13-15)	COL (R)	John Gessner	email a board member
Director at Large (Eastern Chapter)	COL (R)	Lee Pryor	email a board member
Director at Large (Eastern Chapter)	SGM (R)	Michele Marsden	email a board member
Director at Large	COL (R)	Gerald Meyer	email a board member
Director at Large (Newsletter)	LTC (R)	Robert Mittelstaedt	email a board member
Director at Large (Historian & Death Notices)	CH (COL)	Robert Carter	email a board member
Director at Large (VP Membership Assistant)	CSM (R)	Ed Evans	email a board member
Director at Large (Co-Treasurer/501c focused)	COL (R)	Ken Yoshitani	email a board member
Web Master (non-voting position)	Mr.	Shaun Murphy	email a board member

ROLL CALL - Robert Chevas conducted Roll Call with the following present:

President	(COL-Ret) Robert Chevas	Present
President-Elect	(COL-Ret) Eric Larson	Present
Vice President (Membership)	(CSM-Ret) Knute Weick	Present
Treasurer	(LTC-Ret) Edgar Montalvo	Present
Secretary	(SGT-RET) Chip Wood	Present
Director	(COL-Ret) Lee Pryor	Present
Director	(COL-Ret) Gerry Meyer	Present
Director	(SGM-Ret) Michele Marsden	Present

MINUTES - The next order of Business was the approval of minutes. Rob asked how did that go Chip? I gave my meeting minutes it took about 9 minutes to give my report to the Association Members, it was well done. After I was done Eric Larson made a motion to accept the meeting minutes and it was seconded by Lee Pryor.

Additionally, Edgar stated that everyone on today's Video Chat has access to the Association Website, and that our meeting agendas, minutes, and treasurer reports can be found there. Michele asked if Sean maintain the website. Edgar stated that anyone that has a login has access to the site and can update it anytime they have items to share/update.

TREASURER'S REPORT - Edgar stated that he sent out the Financials for the remainder of 2022 to the board. Eric stated that he saw them and liked what he saw and that they all make sense.

Edgar briefly went through the Financials Statements that he put together for the last few months of 2022, and showed us the charts of what the Year to Date for CY 2022 looks like, then showed what the 2023 Financials for the coming year might look like.

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Eric asked Edgar if we must submit an annual financial report for the association as a 501(c)3 organization? Edgar stated yes, we file with the IRS a Form 990-E in addition to our Annual Report to the Illinois Secretary of State, which shows our current registered agent, officers, and board members.

Eric made a motion that we accept the Monthly and Annual Treasurer's Report. The motions were seconded by Lee Pryor and Gerry Meyer respectively. The motion passed unanimously.

EASTERN CHAPTER REPORT - Lee gave an update on the Eastern Chapter regarding the upcoming Fort Belvoir luncheon later this spring, specifically he has not received a response from the museum yet.

Lee Stated that considering everything shutdown for two weeks in December and Early January I decided that I would wait a while to contact them because I did not want to be harassing them so I decided not to call them this week because it was a short week any some people were not working so in the next week or 2. I will be calling Fort Belvoir to get some information, and try and get a hold of the Lady originally and get the status of our Request for tickets for the Weekend in May
Touring the Museums, Lunch Time Several Option still being looked in to.

Michele stated that she has not had a chance to call but the IHG Army Hotel might be a good option since they give a discount for rooms. Lee also stated that he was also waiting to contact IHG Army Hotel because to find they had to find out the blocks of rooms to have for possible students they need to the year for training.

NEWSLETTER - Michele updated the committee that she is currently working on the Spring newsletter and that several people have sent her e-mails with items for the newsletter.

UNFINISHED BUSINESS

De-fleury Nomination - Robert Chevas reported that he, on behalf of the ENCOM Association, has nominated Mr. Jim Murphy for the Army Engineer Association's Silver de-fleury Medal. Rob waited until he returned from Turkey in November to make the submission. He didn't hear a thing back, so after Christmas he did a re-write and after New Year's he contacted the Engineer Unit he was working with. It was determined that the application was sitting on someone desk waiting to secure the required approval/signatures - so it hadn't moved yet. Rob talked to the LTC he would get it back in the system. The ENCOM Association would like to present it to him in April, if possible, but Rob didn't tell them that. Bottom line - Rob is working on shepherding the application as it winds its way thru the system.

Member Rolls - Rob asked Knute a question about processing new members – indicated that in December his daughter submitted an Association membership application. He wanted to know what happens when he sent to dues payment to Edgar via snail mail, specifically how long before his daughter would show up on the rolls, he did it as a test case. Knute stated that once some gets on the membership rolls, he needs to be notified so he can put the member on the rolls. Edgar stated that when he receives a payment, he usually updates the website database, but that's normally for membership renewal, not new members. Nevertheless, recently he did put Rob's daughter on the rolls when he got her dues payment but can also send the application to Knute as well for processing. Knute indicated that he does not have a definitive process in place yet. There was also a brief discussion about the status of members that have gone into arrears on their membership dues. As of right now, there are only a few.

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Newsletter Items - Michele stated that she forgot to remind everyone sending her items to also add pictures when possible. She also wanted to know what the best type of software to use for the newsletter. For example, should she just continue to use MS Word and convert it into a pdf for distribution, or was there a better application for downloading into your system.

BG Sila Passed Away - Gerry Meyer let everyone know that BG Silva passed away on 2 Jan 2023 he died at 66 yrs. old. He brother and Father passed way before him. Gerry will find out what happened to BG Silva. His Funeral will be on Saturday, 14 Jan 2023 in Manhattan, KS. There was a brief reminder that we pass along to the Association's Secretary whenever we hear that someone dies, so we can pass along that information to the Association's members quickly by email and to also get it into the next newsletter.

Survivors Benefit Plan Open Enrollment – Next, Eric Larson opened with a screen shot of the FY2023 National Defense Authorization Act: Survivor Benefit Plan – Open Season. The National Defense Authorization Act (NDAA) for Fiscal Year 2023 includes a Survivor Benefit Plan (SBP) Open Season. The SBO Open Season began on December 23, 2022, and ends **January 1, 2024**. The SBP Open Season Allow for retirees **receiving retired pay, eligible members, or former members awaiting retired pay** who are **currently not enrolled** in SBP or RCSBP (Reserve Component Survivor Benefit Plan) to **enroll**. For a member who enrolls during the SBP Open Season, the law generally requires that the member will be responsible to pay retroactive SBP premium costs that would have been paid if the member had enrolled at retirement (or enrolled at another earlier date, depending on the member's family circumstances).

The SBP Open Season also allows eligible members and former members who are **currently enrolled** in either the SBP or the RCSBP to **permanently discontinue** their SBP coverage. The law generally requires the covered beneficiaries to concur **in writing** with the election to discontinue. Previously paid premiums will not be refunded. DFAS is working to prepare the forms, policies, and processes required to facilitate the SBP Open Season. Until completed, they will not be able to answer specific questions until they obtain official DOD guidance on the new law, policy, and processes. In the meantime, DFAS has created a special focus webpage to post information and instructions as it becomes available. - please check our special focus webpage for news and instructions.

Website Info - Knute asked about the events on the website – that it was showing anything. Edgar explained that he too saw that. Apparently, whoever disabled the oldest years, they also took down last and this year's listing – Edgar has since restored access to these years.

Lastly, a motion to adjourn the meeting was made, seconded and approved at approx. 0955 hours.

Messages:

- The next scheduled In-person Get Together is planned for May 20-21, 2023 at Fort Belvoir, VA
- The next Board Meeting is scheduled for 4 February 2023 - @ 0900