

STHMK
HAL-3
ASSOCIATION

HAL-3 SEAWOLF ASSOCIATION-TOM OLBY -PRESIDENT-PO [REDACTED]

March 29, 1994

Mr. Dan Calvert
Secretary/Treasurer
HAL-3 Seawolf Association
[REDACTED]

Dear Dan:

This letter is in reference to our telephone conversation and your facsimile received by me on Monday, March 28, 1994. In our telephone conversation you stated upon review of your secretary's coded job codes, your secretary was paid over \$500.00 for Seawolf Association clerical support. You requested that we pay your personal secretary with Seawolf Association funds for this clerical support. This causes a dilemma for both me and the HAL-3 Association.

After our conversation I was perplexed as to what comes first, the cart or the horse. I was never aware that your personal secretary had a time code for clerical support for the Seawolf Association. It seems apparent to me that if your secretary is keeping time codes for clerical support for our organization, she is expecting monetary consideration. In reviewing all of the financial forms that you have provided me, I cannot find any reference to paying your secretary for any past clerical support. For what period of time has your secretary been keeping job codes for any clerical support that she may have done for the organization?

The HAL-3 Seawolf Association is and has always been a volunteer organization. What has made this organization great is the amount of time and effort that the members have contributed. You made the point in our telephone conversation that the membership is much larger than in the past and this fact is not in dispute. The Association also has more members who are able to contribute and volunteer their skills.

At our business meeting in San Diego it was never mentioned to the membership that the Seawolf Association Officers would be employing clerical support personnel at a reduced rate of \$8.00 per hour. I have not seen any written request nor has there been a verbal request to employ and remunerate clerical support personnel. If another Association Officer has received such a request, it has never been forwarded to me in writing or verbally.

Historically, we have had several telephone conversations concerning your numerous responsibilities with the Association. I was always concerned that you were wearing too many hats and stretching yourself too thin. You have consistently informed me that it was no problem and you enjoyed doing it. Other qualified members have in the past volunteered to help. In fact, Dan Higgins offered to be the Association Quartermaster and I believe he would have done a outstanding job. I was never aware that you have delegated so much responsibility to your secretary

The HAL-3 Association has many dedicated members, along with significant others, who have volunteered their time and services. Their efforts have never been remunerated for their time or services rendered nor, I suspect would they want them to be. I find it hard to justify not paying them and now paying your personal secretary for what you volunteered to do.

A request for twenty or thirty dollars is one thing but a request to pay \$514.00 for clerical support to the Association, without prior authorization and or discussion is completely unacceptable. I believe we must avoid any appearance of impropriety.

It is apparent to me that the Association needs a full time volunteer Secretary and Quartermaster. This should be on the agenda at our business meeting and in the interim we can certainly obtain some qualified help. Let me know what I or other Association Officers can do.

It is my opinion that whatever clerical support your secretary has done for you in the past per Seawolf clerical support, is your obligation. If you want to bring this matter up at the business meeting, feel free. I will lobby against remuneration for clerical support for volunteer commitments.

I suspect that if word ever got out that we were paying people to do our volunteer work, we would be inundated with hours claimed for a variety of services rendered. Dan, you have contributed much time and effort and have a excellent computer program. Your efforts have significantly contributed to making this Association a cut above many of the others. I truly believe that if you have to pay your secretary to do Association business, you have taken on to much responsibility. We have too many qualified members who can and have volunteered to assist. With over 700 members there is absolutely no reason for you to overburden and overextend yourself like you have.

Respectfully,

Tom