VIETNAM HELICOPTER PILOTS ASSOCIATION

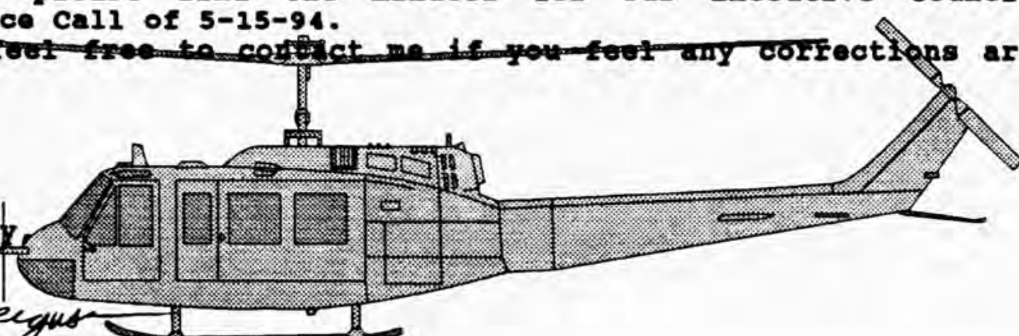
7 West Seventl, Street, Suite 1990
Cincinnati, Ohio 45202 (513) 721-VHPA

E X E C U T I V E   C O U N C I L   M E M B E R S

PHIL MARSHALL....(PM)...PRESIDENT
KENNY BUNN.......(KB)...VICE PRESIDENT
MIKE LAW.........(ML)...PAST PRESIDENT
KEN FRITZ........(KF)...SENIOR MEMBER AT LARGE
CHARLIE RAYL.....(CR)...MID-TERM MEMBER AT LARGE
MIKE HURLEY......(MH)...JUNIOR MEMBER AT LARGE
DAN FERGUSON.....(DF)...SECRETARY / TREASURER

Gentlemen: **Date:5-21-94**

Enclosed please find the minutes for our Executive Council Conference Call of 5-15-94.
Please feel free to contact me if you feel any corrections are needed.



Sincerely,

Dan Ferguson

Dan Ferguson
Sec./Treas.

[redacted]

Info removed by VNCA

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V. H. P. A.

V.H.P.A. EXECUTIVE COUNCIL MEETING MINUTES

DATE: 5-15-94
TIME: 1900 Hrs Central
TYPE: Conference Call

E X E C U T I V E C O U N C I L M E M B E R S

PHIL MARSHALL....(PM)...PRESIDENT*
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C O M M I T T E E C H A I R M E N

RALPH HARVEY.....(RH)...94 REUNION*
JACK GLENNON.....(JG)...MEMBERSHIP
.................(??)...HISTORICAL
.................(??)...94 HAI/ 94 AAAA
GARY ROUSH.......(GR)...RECORDS/DATABASE
JACK SWICKARD....(JS)...NEWSLETTER*
BOB SMITH........(BS)...95 REUNION

A D I V O R S

CHARLES RAYL.....(CR)...LEGAL
PHIL MONTE.......(PMF)..FINANCIAL

O T H E R S

* Denotes attendance at this meeting

This scheduled CC was called to order by PM at approx. 1900hrs Central. This CC was scheduled during the 3-27-94 CC. All EC members present. RH & JS were also on the call. PM mailed copies of the agenda and supporting documents to all EC members prior to the call.

NEWSLETTER CRITERIA/COVERS & QUANTITIES

JS reported that a color cover was used when a NL was sent to everyone in the database because it spread the cost around more. The Feb. 94 issue was an example. JS stated that we are generating approx. $1000 in advertising per NL, with Emory Riddle committing to 7 ($500/each) ads. JS also reported there were several regular advertisers. JS said the NL has been running 20 pages to support the ads without diluting the NL.

ML stated that all decisions concerning sending the NL to the entire database have been made by the EC, and it was only done when there was money to do it. PM then asked for general discussion concerning setting a policy for color covers and sending the NL to the entire database. JS reported that a color cover costs an additional approx. $1200 per issue. DF reported that it costs a little over $2000 extra to send the NL to the rest of the non-current members/non-members in the database the last time it was done

JS reported there was approx. $2000 in the NL account currently. ML stated that he felt that maintaining 6 NL issues per year was very important. Whether we did color covers or mailed to the entire database was another subject.

CR made a motion to continue the 6 NL schedule for the ensuing year with a color cover for Feb. or Apr., if ad revenues are available to cover the extra costs. The decision to mail to the entire database to be made prior to the end of the calendar year and ratified by the EC. MH 2nd. Passed unanimously.

JS asked if another color cover would help pump up the reunion. ML and KB both voiced their opinions that it would be too late for this reunion. JS was commended for his outstanding performance. JS left the call.

1994 REUNION: RALPH HARVEY

RH stated that all the events for the reunion were shaping up with transportation set, static display on order, and music set up. RH stated that Centipede had backed out because they were not willing to agree to an escrow account for the deposit. RH also reported that the city had some concerns about the Huey being on a trailer for the parade--so that item is on hold.

RH said he had T-shirts designed and are now being prepared. The sales price would be approx. $12 each. KF said he would contact some local hat vendors for hats.

RH said a member had offered a special post office cancellation on a VHPA letter with some of the proceeds going to the VHPA. CR moved to do it. KF 2nd. ML expressed some concerns about sending the message that we were into "fund-raisers." KF suggested choosing an appropriate stamp. Passed unanimously.

RH reported that wine for the toast was $4 per person so that did not fit the decorating budget. The budget now stands at $3600. PM suggested to increase the budget to $4800. There was some discussion as to having a single item on each table at the banquet or a take-home item for each attendee at the banquet table. It was generally agreed that a take-home item for each banquet attendee was preferred. ML said that there needs to be some decoration on the tables. ML made a motion to allocate $3 per attendee for decorating/giveaway. There was further discussion concerning the numbers for registration to date and projected numbers. There were no 2nds to the motion so the $3600 budget still stands. RH left the call.

95 REUNION: KENNY BUNN

BS put out a letter to members in the KC area and had a meeting at the Westin in KC on 5-14-94, and the response was fantastic. BS sent a tentative itinerary to KB. CR attended the meeting and shared some of the ideas discussed: Static display put on the Guards; Pool Party; Welcome Party aboard boat; Golf; Mini-Reunions; BBQ; Business Meeting; Kids Pool Party; Banquet, etc. CR reported they would have another meeting on July 16, 1994.

96 REUNION: KB & ML

KB said he was waiting on a response from Hyatt Regency in San Diego. The best they could do was $80/nite and the most we have ever paid is $70/nite. Spokane responded but there wasn't any hotels large enough to hold us. Spokane still wants CR & KB to visit on July 14-17 or Sept. 22-25. A hotel in Seattle responded but the banquet room was too small. KF reported that San Francisco had 5 hotels large enough for our group, 4 of which would work. There was some further discussion concerning San Diego, with a possible one-day cruise to Mexico included in the hotel bill.

ML presented the idea of possibly moving off the July 4 reunion date. ML had presented a few ideals along this line in a prepared paper that was sent tot he EC by PM. There was some general discussion pro and con on changing the date. PM suggested putting a survey on the membership renewal. ML suggested putting a survey in the directory mailing. This was agreed upon, and it was further suggested that any other member polling questions the EC thought appropriate could also be included in this survey.

REUNION SITE SELECTION COMMITTEE CREATION

PM opened this discussion by referring to the original letters written by DF (2) and KB (1) concerning the need for the creation of this committee, and asked DF to take these 3 documents and combine them into a single SOP document for the creation of this committee. (Note: This committee has already by created by EC action during previous CC and is currently in operation with KB and CR as Chairmen.)

ML suggested this committee also liaison with other associations concerning possible co-located reunions. KB added that this should be done without loosing the flavor and unique position of the VHPA.

KB was asked to present his Reunion Handbook Guide and general discussion was called for. DF suggested a few minor additions concerning limiting the maximum deposit to 25%, requiring Performance Bonds or Escrow Accounts to protect our deposits, requiring budgets, etc. KB's Reunion Handbook was adopted as the official working document.

94 AUDIT: PHIL MARSHALL

PM reported that he had not been able to contact Member Babbit to see if the IRS documents had been filed, but he felt that it had been filed. There was no work on the Annual Audit.

LZ FLORIDA

PM a strong chapter with 26 members with 60-80 in attendance at their first function. They manned a booth at Sun & Fun. Member Barry Spear is the Pres. of that chapter. They will be presenting the possibility of a possible reunion site in Florida.
DF suggested the Future Reunion Committee draft a check list to give to the Florida Chapter and anybody else that wants to look into a possible area. Things to look for are # of rooms, banquet room size, how accessible to air travel, etc. They should be cautioned that they are not to enter into any negotiations of any kind--they are strictly "fact-finding" for the Future Reunion Committee, who will do all the negotiations.

COORS: MIKE LAW

ML reported that Rex Gouch of Coors felt that Coors might be able to provide a few banners and still be the official sponsor even though no money or product was going to be donated. The purpose for this action is to maintain a good repore with Coors--looking towards the future. No response has been received at this time.

SECRETARY/TREASURER DUTIES: MIKE LAW

ML presented his ideas as proposed by written documents sent to the EC. KB pointed out that these changes would require a Constitutional By-Law change which would require a 2/3 majority vote, and it would not be possible to prepare and publish the item in the NL prior to the Reunion as required. MH asked for input from DF. DF stated that he would support whatever the EC desired, but suggested to establish a Finance Committee with ML a Chairman, and let him do most of the functions he had proposed. KF proposed hiring a CPA to do the items we need a CPA to do. CR made a motion that the Sec/Treas make a recommendation to the EC to task a CPA for our annual audit and to do the IRS filing for us. MH 2nd. Passed unanimously.

HISTORICAL

PM reported that he had not contacted Bob Davies as a possible Chairman. KB said he would try to contact Bob.

OFFICER NOMINATIONS: CHARLIE RAYL

CR reported that KF will be running for the office of V.P. There are no nominees for JML at this time.

AAAA: MIKE LAW

ML reported that an article was submitted for the NL, and reported that there were 30 new members signed up and numerous renewals. ML said it will be in Atlanta next year and the VHPA should participate. ML suggested creating a sub-committee of the Membership Committee to provide continuity at these types of functions such as AAAA, HAI, etc. KF suggested establishing a checklist and a "co-ordinator" for the functions. PM suggested discussing the matter with Jack Glennon - Membership Committee Chairman.
PM said there was a meeting of the AOPA in Oct., and the information has been sent to KF for review.

WALK ON ITEMS:

CD ROM

PM reported the CD ROM is operational.

GREG ROSS CRUISE

PM reported that Greg Ross was putting on a cruise package. PM asked if this should have VHPA EC approval. After some discussion, it was decided that this would not be an official VHPA function and an appropriate disclaimer should be added to the ads run in the NL.

MCI AS CC PHONE COMPANY

MH reported that we have been saving money with MCI.

94 CALENDAR

CR asked about the difference between income and expense on the 94 calendar. ML explained that some of the difference ($800) was actually for photo work for the 95 calendar and there was also a $450 credit at the printer to go towards the 95 calendar. KF suggested contacting the Confed. Air Force to see how they produce their calendar.

HISTORY BOOK

KF said the writer of the 2nd part of the History Book was on target and should be on schedule.

VENDOR USE OF VHPA LOGO

KF said a vendor had asked for authorization to produce items with he VHPA logo and sell at the reunion. CR suggested giving him a non-exclusive permission to use the logo for 10% of sales. CR to send the appropriate letter.

Motion was made to adjourn the meeting, and was seconded.

Next CC set for June 12, 1994.

ML reported a new home phone: 303 988-7797.