



VIETNAM HELICOPTER PILOTS ASSOCIATION

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To: Executive Council

8-18-92

Gentlemen,

Attached please find a copy of the "rough draft" I sent to Gary Slaughter last year in regards to the possible need to establish a "Reunion Committee". There were a lot of other irons in the fire at that time and Gary asked me to sit on this for awhile. He also had asked Roger Gould to look into this situation and make some recommendations—outcome, if any, unknown.

There seems to be more and more concern in this area as our organization continues to grow and the financial liabilities and obligations the of the VHPA grow steadily in regards to the Annual Reunion—not to mention our responsibility to provide a quality reunion for the membership. Under the current format we could conceivably find ourselves in a situation where we have a reunion chairman that nobody on the EC really knows and under the current reporting schedule the EC could find itself faced with the rude awakening that time is slipping away and contracts may not be signed, room blocks not reserved, meeting rooms-display rooms-etc. not negotiated for, etc., etc. This is not intended to point fingers at any one person, but the plain fact is that we are growing to the point that the Annual Reunion is becoming a monumental task for anybody, especially someone not experienced in this type of activity or contracts and it seems almost negligent on our part if we have experienced members and don't utilize their experience.

That is not to say there aren't some pitfalls to a "Reunion Committee" either. Mike Law pointed out the problem of perks which would have to be dealt with—like forbidding members of the committee from accepting any "personal" perks other than the standard free room, meals, drinks during site visits/negotiations.

Kenny Bunn brought up another good point concerned with booking too far in advance then possibly outgrowing the site. This would have to be dealt with also. Some possible solutions may be to contract for multiple-decreasing room blocks as we get closer to the actual date with possible negotiated overflow sites or even an escape clause if it because apparent we will outgrow the site prior to the reunion.

We should also consider escape clauses to cover such items as: Acts of God, Airline Strikes - Shutdowns, Political - Civil unrest, etc. that could possible force a postponed or canceled reunion.

We might also want to consider reviewing our policy of paying large "up-front" fees to bus companies, local attractions, etc. that we may be scheduling events with. If we have paid a large fee up front and they go out of business—we have lost the front money. Possible alternatives would be putting the money into an escrow account so they can verify that funds are there but cannot withdraw it except by performance or preset dates. We may also want to require a performance bond from them in case they fail to perform at the last minute and VHPA then has to scramble at the last minute to substitute—most likely at a much higher cost that could put us in the red.

Just food for thought.

Sincerely,

Dan Ferguson, Sec./Treas.