

International Comanche Society, Inc.
Minutes from TeamSpeak Meeting – November 17, 2015
By LaVerne Stroh, Secretary

1. Av Shiloh, President, called the meeting to order at 8:00 PM EST

2. Roll Call by LaVerne Stroh

Officers:

President	Av Shiloh	Present - Voting
Vice President	Bob Williams	Present - Voting
Treasurer	Bob Berry	Present - Voting
Secretary	LaVerne Stroh	Present - Voting
Past President	Bob Cretney	Absent
CFF President	Mike Foster	Absent

Tribe Chief/Tribe Representatives

Tribe Chief SW	Craig Varga	Absent
Tribe Rep SW	Scott Myers	Absent
Tribe Chief SC	Bob Fox	Absent
Tribe Rep SC	Ron Franks	Present - Voting
Tribe Chief/Rep SE	Jeff Munford	Present - Voting
Tribe Chief Mid States	Carl Talkington	Present - Non Voting
Tribe Rep Mid States	Pat Donovan	Absent
Tribe Chief NW	Dennis Springer	Absent
Tribe Rep NW	Bill Case	Present - Voting
Tribe Chief NC	Fred Eisert	Absent
Tribe Rep NC	Zach Grant	Absent
Tribe Chief/Rep NE	C J Stumpf	Present - Voting
Tribe Chief/Rep W Canada	Ken Mori	Present – Voting
Tribe Chief/Rep E Canada	Tim Stain	Absent
Tribe Chief/Rep Europe	Kate Burrows	Absent
Tribe Chief/Rep S. Africa	Russell Knowles	Absent
Tribe Chief/Rep Australia	George Mills	Absent

Guests:

North Central	Dave Fitzgerald	Present - Non Voting
North Central	Ron Keil	Present - Non Voting

Quorum: Nine (9) voting board members were present for the meeting.

3. Acceptance of Agenda by Board of Directors

There were no objections to the agenda as written.

4. President's Opening Remarks by Av Shiloh

Av welcomed everyone to the meeting. Av said he hoped to keep the meeting to 60 minutes – 90 at the most, but it is a full agenda; so, we may have to hold some items until next month if we go over 90 minutes.

5. Acceptance of Meeting Minutes of the 10-09-2015 Fall Board Meeting by LaVerne Stroh

The minutes of the last meeting were sent out. Two corrections were received. Ken Mori was listed as present but was not in attendance. C J's tribe was listed incorrectly in Item 8. Both have been corrected. The minutes will be posted to the website as soon as they are approved.

Motion: Av moved to accept the meeting minutes with corrections. The motion passed with no dissenting votes.

6. Treasurer 's Report by Bob Berry

All bills are paid. There was a conflict with PayPal about money received for dues from a member who paid via PayPal. There was some confusion about the charge, and PayPal pulled the money back. Bob is working with the member and PayPal to get the funds back.

Bob has been working on the budget. If membership stays the same, with the current dues increase in place, the budget for next year is looking good. We seem to lose members each year, though. Bob suggested we get a list of all Comanche owners who aren't members and call them to help keep our membership from dropping. If we lose 100 members each year, we lose \$7500 from the budget. Av stated that Bill Case and the membership committee have been working on getting new and keep current members. They have discussed more personal contact which we will be covered more in the membership report.

There are some issues with the ICS merchandise that need to be addressed. Currently, we are barely breaking even when shipping, etc. are included in the merchandise costs. Bob is working with some companies to set up the merchandising where ICS would not have to control the inventory. He is also looking at increasing the quality of the merchandise. If we can get this in place, when you order ICS merchandise, the items would ship directly from the company and the profits would come directly to ICS. Av said he liked that idea so we don't have to have "fire sales" on merchandise that doesn't move. We can't afford to lose money on the ICS items, and anything we can do to make it more profitable and easier to manage is welcomed. Av thanked Bob for looking into it.

Bob has been working on the budget and will be distributing it to the Board to review after he gets information about the last few items. The main item holding it up is the website costs. He has no information about the website other than some numbers thrown out during some meetings. He doesn't have any firm time frames, so he can't plug in numbers without more information. Av stated we would cover that in more detail when we get to the

website report. Ron Keil will give a full report and should be able to provide the information Bob needs for the budget.

LaVerne asked if we were talking about the 2016 or the 2017 budget. Bob stated he is currently working on the 2017 budget. Av asked about the 2016 budget. He thought that was what we were working on. Bob stated the 2016 budget was voted on at the annual meeting. Dave verified that was correct. Bob stated the 2016 budget was published in the Flyer prior to the spring meeting and was approved at the meeting. That is why he needs information on ongoing website costs for the 2017 budget.

Dave stated up to \$5000 was approved for website development. If we decide we want additional functionality other than what is in the contract, it would be an additional cost. Ron stated the total cost for development is \$4800, with four phases of \$1200 for each phase. We finished and paid for phase 1. Phase 2 is done and he will be recommending we move to Phase 3.

7. Nominating Committee by Dave Fitzgerald

Dave stated the nomination information will be in the Flyer, so the time frames stated in the bylaws have been met. He is unaware of any additional nominations.

Av Shiloh asked if there were any objections to the nominating committee report. There were no objections.

8. Kansas Registered Agent by LaVerne Stroh

This was discussed at the fall board meeting. All tribes are current, and we can remove this from the agenda until the next registration is due.

9. Oshkosh/AirVenture Committee by C J Stumpf

Per Bob Berry, the same AirVenture tent space is secured at a cost of \$3500, but Bob needs information about reserving the tent, such as what type of tent, size, etc. He sent the information to the Oshkosh committee, and is awaiting their response. Av suggested we talk to Pat Donovan and Dave Fitzgerald about what we had in previous years. C J stated said she has been working with both Pat and Dave.

The members of the Oshkosh committee are: C Stumpf, Pat Donovan, Zach Grant, Bob Williams, and Dave Fitzgerald. They have had two TeamSpeak meetings, as well as some face to face meetings while they were at the fall Board meeting. The plan is to get representatives from a specific tribe to man the booth for a specific day during the week of Oshkosh. The schedule will be posted in the Flyer and on the website so anyone attending would know which day their tribe representatives will be there. Zach is preparing an article for the Flyer. C J stated she has been warned that it may be only a few weeks before Oshkosh begins before she can finalize some of the seminars, which is a problem for posting in the Flyer, but it is the reality of the way it works. So, some of the last minute seminars may only be posted on the website and not in the Flyer. Zach has agreed to provide two of

the seminars. An additional incentive for anyone who has a business and comes to Oshkosh to provide a seminar is that they can deduct the travel expenses.

Bob Williams is working on a solicitation letter for the tribes. Not only can we showcase the Comanche, but hopefully we can showcase each individual tribe and what they do. The Tribe Chiefs can do some person to person contacts. Av stated he thought tribe days were a good idea and hopes it works out.

Jeff asked if they have time blocks. Bob stated that as an example if Southwest requested Thursday as their tribe day, the tribe chiefs/ reps would work out the volunteer schedule for that day to ensure the entire day is covered. The Oshkosh committee will provide oversight of the schedules. Bob said he will get the letter out soon. If the tribe and volunteers sign up early, we will have a better handle on the schedule.

Each volunteer can get a wristband for admission to the grounds on the day they work. We get six wristbands for each day of Oshkosh, for a total of 36. The volunteers can pick up their wristbands the day before they are scheduled to work. If you plan on attending Oshkosh for three days or less, it is cheaper to buy admission by the day; so, it would be a good incentive for volunteers to get free admission for a half day's work in the tent.

Jeff asked how that would work for those flying in and camping, i.e. what do they do if they are there all week and are volunteering all week as far as getting the free wristbands. Do they have to go each day to get the free wristband?

Dave stated that has been how they have done it in the past, but the wristbands have been problematic. Most buy the wristbands for the time they are attending and don't bother with the free wristbands since the tent is a long way from where they are checking in, camping, etc. Each year we have had wristbands that aren't used because most don't want to go through the hassle of picking them up the day before they are scheduled to work.

C J stated Pat and Dave have provided her lists of what needs to happen each day, basically a daily task list. C J is combining their information and Bob Williams will send that to the tribe chiefs/ reps so they know what to expect and how to schedule.

C J stated she will be the one on site for the week of the 2016 convention to help keep things going in the right direction.

CJ plans to have a day to day task list completed within the next week so it can be reviewed and discussed at the next meeting.

Av thanked the committee for their work. C J stated that if this works, the \$2000 that would have been spent can be removed from the budget.

10. Membership Committee Report by Bill Case

Bill stated membership is down by about 100 from last year. He hoped the free trial memberships would have worked better, but out of the 180 trial memberships offered, only

eleven (11) signed up for the free membership. Out of those eleven (11), only six (6) became members.

Bill stated phone calls would be the best way to follow up on the trial membership offers, but trying to get phone numbers for new owners is difficult. All the FAA provides is the name and address. It would be very time consuming to try to look them up in the White Pages. We may have to do follow up mailings.

Tribe chiefs get a monthly report of memberships that have expired. Bill suggested the tribe chiefs call those with expired memberships to see why they let the membership lapse. It is very time consuming, which is an issue for most tribe chiefs, but it is the best way. They may need some help from the tribe rep. If anyone has any good solutions or ideas, let Bill know, or you can become part of the membership committee.

Av stated he was very disappointed in the free trial membership. Av thought it was a very good idea to call expired members since we usually have their phone numbers. He felt it should be the tribe chief, tribe rep or one of the tribe officers that makes the call.

Av suggested that someone from the membership committee call the tribe chiefs to see if they have contacted any of the expired members. Sometimes the tribe chief knows why the membership expired, such as a death, etc., but personal contact is what we need for those where we don't know why they let the membership expire.

Av stated he was disappointed in losing 100 members per year. Bill stated it pretty much tracks with the decline in registered Comanche's. Bob Berry asked what our current membership is. Bill stated it was 1970 in October. Dave said as of now, we are showing 1952, but the numbers are usually lower at the beginning of the month and rise by the end of the month due to the timing of people sending in their dues.

C J wondered if we can offer business cards to new members as an incentive to join.

Bill stated he didn't know if we could do that, but he is getting business cards for all tribe chiefs to be sure they have something to hand out. For instance, his tribe chief saw a Comanche he didn't recognize. He talked to the guy, gave him his card, and we ended up with a new member.

Carl stated he had someone who moved from MI to CO and was having trouble getting his tribe changed. What is the procedure to get it done? Dave said if you contact the webmaster, they can make the change. If you contact Village Press to do it, there is a cost. They charge for each phone call they take.

CJ thanked Dave for his quick service on getting things taken care of. She has contacted him about members several times.

11. Bylaws Committee Report by Scott Myers

Scott was not able to attend to give a report, but Dave provided some information.

a. Voting Rule Changes

Dave stated he has sent proposals for the voting rule changes to Hank and Scott.

Hank suggested possibly taking the annual general meeting out of the convention and just set up a time/date each year for the meeting since the convention time moves and the way the bylaws are written it makes it difficult to meet the timeframes. That would break a 40 year tradition. Several in the group felt it may not be well-received change since many go to the conventions to attend the meeting. Av stated he would not be in favor of it, but if felt they wanted to bring it to the board for a vote, they could do that.

b. STC Changes –

This item was postponed until the next meeting.

c. Committee Appointments/Schedule by Scott Myers and LaVerne Stroh

Av stated after speaking to Dave, he was reminded that once a year the committees have to be reappointed and the Secretary needs to keep track of who is on the committees, what the schedule is, etc. Dave stated the committees were supposed to be reappointed at the fall board each year meeting per the standing rules. That was put in place for several reasons. There were instances where some people weren't listed as committee members even though they were on the committee, some were no longer on the committee but were listed, there were double committees doing the same thing, and committees whose job had expired but the committee wasn't ended. It caused some issues with some of the members; so, the standing rule was put in place.

Since that wasn't done at the fall meeting, we need to address it since the Secretary is responsible for keeping up with the committees. Av asked if there were any committees that aren't listed in the Flyer or on the website. Dave said to his knowledge they were all listed, but Bill Case stated the membership committee is not listed. We will cover this item in more detail at the next meeting.

Av asked LaVerne to bring up the committees at the next meeting. She will send an email with a list of committees and members to the board, and then we can discuss any changes needed.

Av stated Steve Zaboji has volunteered to be on the editing committee. He has submitted numerous articles over the year. Av wanted to get the board's input. Dave stated the President can appoint committee members, but Av wanted board input before he put Steve on the committee.

CJ asked what that would entail. She was concerned it might be a conflict of interest if he submits articles. Av stated he wasn't really reviewing content. It is more of a grammar and sentence structure review before the Flyer goes to publishing. If there are content errors or

items that don't read clearly, they bring those up. CJ stated, in that case, she had no problem with it.

There were no objections to adding Steve to the committee.

Av will let him know he is on the committee and get the information updated in the Flyer.

Scott Myers will cover the rest of the agenda item during the next meeting.

12. Comanche Flyer Information by Av Shiloh and the Board of Directors

a. Editor in Chief – Flyer Update/Facelift

Av has been talking to Village Press. They are working on a facelift for the Flyer to get it more up to date. They may change some of the type and the cover to make it more modern looking.

b. Flyer – Member Spotlight Update

The questionnaire was sent out to the Board for review and Av didn't receive any feedback on it. We didn't have one for the latest issue, so we will miss one issue. Av has several people he could suggest, but they are all Northeast tribe members and we want to get a good mix.

Av asked each tribe chief/rep to submit the names of three people they suggest to be interviewed for the member spotlight.

CJ asked if we could maybe interview someone from the Australian tribe. Av said he would talk to them at the convention. He felt it was better to do it face to face.

Av stated Gloria Smith Zawaski from the Northeast tribe has volunteered to head up the member spotlight. She has written professionally and is a former English teacher. She will send out the questionnaire, write the article, and send them to Melissa for publishing. She wrote an article for her husband who flew his Comanche around the world in 82 days, so she has some experience in writing.

c. Flyer – Letter from Directors Schedule by Av Shiloh

Av stated we will be sending out a list to all Board members to sign up for preparing an article. LaVerne state she is working on it. Av thanked Ron Franks for volunteering to prepare an article so we have one in process. The article doesn't have to be long. It is just to let people know what you do as a board member, tell them a little about yourself, how you got into flying, something about your family, your airplane, etc. It is very open. It doesn't have to be long. It is just to let the members know a little about their board members.

d. **Flyer – CFF Pages update by Mike Foster**

Mike Foster was not present, so we will postpone this until the next meeting.

Dave stated the CFF website is done and CFF will vote on approving the website on November 18, but he would prefer Mike discuss what is planned for the CFF pages.

13. Comanche Instructor Program by Zach Grant

Av worked with Zach regarding the comments from the fall board meeting. They are updating the questionnaire.

Zach will present the updated form at the next TeamSpeak meeting.

14. New Website Report by Dave Fitzgerald, Ron Keil, and Scott Myers

Ron stated that the contract for the website development was \$4800 with the development done in four phases. At the end of each phase, the developers are paid \$1200. The developers were paid \$1200 for phase 1, and Ron is recommending we pay them for Phase 2 and move to Phase 3. They quoted a monthly fee of \$250/month for monthly maintenance of the website, including the database, Facebook, etc.

We have a discrepancy list that has been going back and forth for about six months. There were a few items on the list the developers wanted to move to Phase 3 since they need to have information in the databases and on the forums to continue working on the development and fixing issues in those areas. One of the big items during Phase 2 was the readability of the website. We asked for more contrast, larger fonts, and a few other things. They updated the site to be more of a corporate look that is cleaner and easier to read.

For Phase 3, we will expand the group that has access to help evaluate the website. It will be a self-contained website.

Av asked if we need to vote on paying for Phase 2 so we can move forward. Bob Berry said it was already approved, so we shouldn't have to vote on it again.

Bob Berry requested a bill for the \$1200 for Phase 2. He also wondered when the website will be done and when to include the \$250/month in the budget. Ron stated the website should be done within the next few months. Phase 3 should be 4-6 weeks for review and Phase 4 is moving everything from the old to the new site. Ron is hoping it will be done by the first quarter of next year. Bob Berry will update the 2017 budget to include the \$250/month.

Bob Williams asked who owns the website and if it is portable. Ron stated that ICS owns the website and it can be moved to any server that can host it. Av suggested we get in writing if it isn't already in the contract that we own the site. Ron stated the goal was the website could be taken over by anyone very easily. Av stated that information needed to go to the Secretary to keep for the future.

Ron will find the information about who owns the website and will provide it to the Secretary.

Av asked about the administrative password. If it isn't clarified in the contract, we need to make sure it is addressed.

Dave stated we should back up the website twice a year at a minimum, and we should get a copy.

There was some discussion about the administrative password. Dave was concerned about who has the password. It could be touchy if something was changed on the website. They could blame it on the person with the password. LaVerne suggested putting the password in a sealed envelope so we have it if we need it. Dave suggested giving the envelope to the Treasurer to hold, along with the backup copy of website.

Bob Williams requested the committee ensure we have the copyrights to the website, meaning we can walk away with it at any time.

Av asked Ron and Dave to give us a report on the copyrights at the next meeting.

Ken Mori raised concerns over the website. Although we have approved the budget, he feels we should have a deliverable at the end of each phase and milestones along the way so we know we have met the deliverable for that phase. Av stated we have had access to the new website so we could look at the product being developed along the way.

Ron stated each phase had a set of deliverables. Phase 2 got changed slightly because of problems with live data in the forums. The deliverables have been met for the first two phases. Copies of the deliverables, discrepancy list, etc. have gone to each member of the website committee and Av. The deliverables were all in the contract that was developed in October 2015 and accepted in March 2016. The minutes have the deliverables listed.

Ken said he was looking for milestones in the deliverables and updates as the deliverables are met.

Ron provided a summary of the deliverables. They are very simple deliverables.

Phase 1 – Get the website up to see what the look and feel were like

Phase 2 – Get the website working with identical functions of the current website now, minus the forums, databases, and tickets.

Phase 3 – Put in the databases and forums for us to review.

Phase 4 – Get the new website running and the old website phased out.

Av asked Ken if he had a chance to get into the new website. Ken stated he found some things missing, and that is why he asked what was to happen in each phase.

Av stated he had looked at it prior to the latest updates, so he is interested to see the newly updated site. Ron stated the board should have access to go in to the website at any time.

Av asked Ron to send an email with the website information and how to get in for those who may have misplaced it or didn't get it.

15. Dues Increase by Bob Berry and Av Shiloh

The dues increase is already in place beginning November 1, 2015, but the old amount will be grandfathered in until December 31. We need to make sure we address a possible dues increase for next year.

16. CCCC (Comanche Cuba-Cayman Caravan) by Av Shiloh

Av should have all of the details by next week for cost, deposits, dates, refund policy, etc. Jim is with another group now in Cuba and will get the information to Av as soon as he returns. There are 12 or 13 confirmed airplanes so far, which only leaves seven (7) slots available.

17. Fund Raising Ideas by Bob Berry

This item was postponed until the next meeting.

18. 2015/2016 Convention Update by Alan Breen and LaVerne Stroh

This item was postponed until the next meeting.

19. GCA by Av Shiloh

This item was postponed until the next meeting

20. Miscellaneous Old Business by BOD

CJ asked if there was anybody going to Oshkosh that would be interested in putting their airplane by the tent. Bob Williams stated we can probably get that set up through the tribe chiefs.

Bob Berry stated he received a bill for his membership renewal. It was dated October 31, but he just got it, and it was for the old amount of \$72. Av stated the new amount was to go into effect November 1 with the amount grandfathered until December 31. Bob stated he was concerned that it hadn't been changed since his was still \$72. Dave stated Village Press was working on getting everything updated. We may also get some renewals with the old amount if they are using the form in an older Flyer magazine, but we will accept them until December 31. Av stated Melissa assured him the information in the Flyer would be updated.

Jeff stated he wasn't sure if it would work for a fundraising idea, but last year for his Rotary Club several people showed up with their airplanes and charged for rides. They made about \$5000. He wondered if that might be an idea for regional fly-ins. Dave stated the issue

with that would be liability. Jeff stated they did have to do paperwork for the airport, the City, etc.

Av asked Jeff to bring that up at the next meeting when we discussed fund raising.

21. Mechanic Listing by Av Shiloh

This was postponed until the next meeting.

22. Should ICS be charitable (501 c 3)? by Bob Berry and Pat Donovan

We will postpone this until the next meeting. It was an item of discussion during a conversation at the fall board meeting. Being charitable would give us the advantage of having any money that is donated be tax deductible. It would also allow those attending meetings to be able to deduct expenses. Maybe a committee could investigate the pros and cons of becoming a 501 c 3 organization.

Dave stated there are many restrictions on a C 3, and that was why we have CFF. We really need to look into what you can and cannot do as a C 3. It was looked into previously and it was decided not to do it because of the restrictions.

23. Miscellaneous New Business by Board of Directors

Jeff stated he emailed some of his tribe members regarding the spotlight articles and showing their airplane in Oshkosh. He wanted to know who to get back to with those items. Av stated he would be the contact for the spotlight article and anybody on the Oshkosh committee, such as C J would be the contact for the airplane. C J is the chairman.

24. Next TeamSpeak Meeting by Scott Myers

The next TeamSpeak meeting will be held December 15, 2015 at 8:00 PM EST.

25. Adjournment by Board of Directors

Motion: Bob Williams moved to adjourn the meeting. Bob Berry seconded the motion. There were no objections to the motion.