

MINUTES SUMMARY

Council of Administration



August 8, 2020

Commander Lockwood opened meeting in form at the VFW Department of Hawaii Headquarters and on Zoom at 09:00 AM.

Roll Call of officers:

Commander Lockwood:	Present
Senior Vice Commander Debra Lewis:	Present
Junior Vice Commander Joseph "Frank" Bragg:	Present
Quartermaster Norbert Enos:	Present
Chaplain Stanley Fernandez:	Present
Adjutant George Barlett:	Present
Immediate Past Commander Maria Va'a-Igafo:	Present
Past Commander: Lane Martin	Present
Past Commander: Fred Chang	Present
Past Commander:	Absent
Post 94: Commander	Excused
Post 110: Commander	Excused
Post 352: Commander	Excused
Post 849: Commander	Excused
Post 970: Commander	Present
Post 1540: Commander	Present
Post 1572: Commander	Excused
Post 2875: Commander	Present
Post 3292: Commander	Present
Post 3391: Commander	Excused
Post 3830: Commander	Present
Post 3850: Commander	Excused
Post 3855: Commander	Present
Post 3870: Commander	Excused
Post 3875: Commander	Present
Post 8616: Commander	Present
Post 10154: Commander	Present
Post 10276: Commander	Present
Post 12122: Commander	Present

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Post 12138: Commander

Present (Frank Bragg) Not Counted in Quorum because of being Department Junior Vice Commander

We have a quorum.

Members in attendance: Post 970 Annette Gagarin, Post 1540 Gary Westernoff, Post 2875 Timothy Wong, Post 3830 Alan Hiraoka, Faamanu Teofilo Post 10276 Solomon Dupont, Raymond Loo, Penny Kalua, Steve Mortimer, Cal Sagara

Adjutant Report: Minutes for February 8, 2020 meeting have been distributed and are on the website. Minutes for July 7, 2020 were read. Motion to approve the minutes with no corrections or additions for February 08, 2020 and July 7, 2020 was seconded and approved.

Report of Balloting since last COA:

Ballots and Motions for 2019-2020 Administrative Year:

1. 8 April 2020, Motion to Borrow \$15,500. Funds were received June 9, 2020. We are working with our accountants to complete required paperwork to met CARE act requirements.
2. 1 May 2020, Motion to Cancel 2020 State Convention
3. 8 May 2020. Ballot to Change date and location of Pro-forma Convention

Ballots for 2020-2021 Administrative Year:

1. Series 2020-2021 Ballot-01: Appointment of Adjutant and Quartermaster pro-tempore and salaries for Department Employees
2. Series 2020-2021 Ballot-02: Change date of December COA to December 5, 2020
3. Series 2020-2021 Ballot-03: Elect by Acclamation all officers running unopposed.
4. Series 2020-2021 Ballot-04: Elect Junior Vice Commander
5. Series 2020-2021 Ballot-05: Elect National Councilmember
6. Series 2020-2021 Ballot-06: Appointment of Department Service Office staff and salaries for Service Office Staff.
7. Series 2020-2021 Ballot-07: Conduct pro-forma COA on July 7, 2020

Records of Ballots and results are available at the Department Headquarters for review.

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Quartermaster Report: 2019-2020 End of Year report Circulated. Motion to approve QM report was made, seconded and approved. QM report for June 2020 and July 2020 Circulated. Motion to approve was made seconded, and approved.

Correspondence: CinC Executive Order # 1. Allows for virtual meetings for Department and National COA meetings

Comrade/Family of a Comrade in Distress: Norbert Enos's Sister Winona Namuo funeral was postponed, Post 110 Larry Enomoto's , wife Yuriko is gravely ill and in hospice.

Service Officer Report: Report attached.

Officer and Committee Reports:

1. Commander (Community Service, and Student Veteran) See attached Report.
2. Senior Vice Commander (Assistant Inspector, Budget, Buddy Poppy, VSO Oversight, Legacy Life Membership) This year I will be inspecting the Kona and Hilo Posts, Buddy Poppies: National is looking for more sources to make Poppies for us to distribute also we are currently limited as to where and when we can distribute Poppies. Look for other venues we can use poppies to procure funds for the Post relief Funds and involve the community. Legacy Life: Our goal is to increase the Department Legacy life numbers by 16 this year. This program is a way to create a sustainable funding stream for our Posts. I also want to thank-you for your support of the Department and for engaging our communities to help our veterans and their families.
3. Junior Vice (Membership, Life Membership, Teacher's Award, National Home for Children, Veterans and Military Support) Membership: We face challenges this year with the COVID-19 pandemic and all the restrictions in place that prevent us from recruiting as we did in previous years. Look at your unpaid lists; and call your continuous members to renew. With Post permission you can use relief funds to pay the dues for members in need. The Department QM and ADJ can help you in obtaining the names of your unpaid and expiring members. Teachers Award: this program is no longer a National program, but recognizing our teachers is still important. V&MS: Programs like Unmet Needs are available for use. National Home: We are responsible for the Hawaii House last year our donations for the House were down and we used relief funds to meet our financial commitment for the upkeep of

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our house. Look at the All-state donations requirements and donate to support our Hawaii House.

4. Chaplain (OVC) I am looking to build a ritual team for the Department please ask your Chaplain's if they would like to participate. OVC: See attached report.
5. Adjutant (Youth Activities, Voice of Democracy, Scouting, JROTC, Convention Hospitality, Time and Place) See attached report
6. Inspector: An inspection schedule will be out by September 1, 2020. A formal report will be sent to the inspection team. With the guidance from National we are looking at possible conducting some inspections virtually. We are looking to inspect all Posts by the end of the year so we can circle back to help Posts with issues that arise from the inspection in our current circumstances.
7. Surgeon (Hospital, Homeless Veteran)
8. Judge Advocate (Bylaws and Resolutions) the Department bylaws are currently under revision, we had no opportunity to present the changes we were proposing due to the COVID crisis prevented us from presenting our changes at the Department Convention.
9. Jeffery Foundas (Patriot's Pen Essay) Covered under Youth Activities report.
10. Lane Martin (Safety)
11. Wayne Yoshioka (Public Relations) See attached report.
12. Stephen Thompson POW/MIA: DPAA is not going into the field due to COVID restrictions. There will be no National POW/MIA day ceremonies this year.
13. Fred Chang (Audit, Ways and Means/Fundraising) Ways and Means: We are look to send out our fundraising tickets in October. It will take a little longer to prepare the envelopes for mailing because of social distancing and gathering restrictions. Anyone wishing to help please inform the Department of when you can volunteer.
Written Reports are attached to minutes.

Chaplain conducted National Home Prayer/Short Version.

Unfinished Business:

1. Trustee Reports for Period ending June 30, 2020 due August 31, 2020
2. Election Reports for 2020-2021. National has 3 Posts without current election reports. We are working with the Posts to get their Election reports in.

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3. Admission Fees for 2019-2020, Post are requested to review their books and send the required amount to the Department.

New Business:

1. State Convention 2021 June 10,11,12,13 Kona Hawaii. Kona needs to submit a bid for consideration. Other Posts are asked to submit a bid if they wish to host the Convention. Feedback was made about requesting the Department Convention be convened on Oahu. Backup plans for convening at the Pagoda Hotel have also been made.
2. 2020-2021 Budget, Motion to accept was made, seconded and approved.
3. Post Bonds for all members or who can sign checks for the Post are due to Department Headquarters by September 1, 2020.
4. Post Inspection schedule to be promulgated by September 1, 2020
5. Commanders Homecoming February 12, 2021 at Elks Lodge Waikiki.
6. Approval of Quartermaster's and Commander's bond amount of \$50,000. Motion was made, seconded and approved.
7. Fundraising Requests from Posts. Post 8616 and 10154 request permission to conduct a lucky number drawing, Post 12138 Golf Tournament, and Post 3830 to conduct breakfasts and candy sales. Approved
8. Election of National Judge Advocate: Candidates are Bobby Cox and Charley Shoemaker. Motion to support Bobby Cox for National Judge Advocate. Motion to table was made and seconded. Motion to table was lost. Motion to support Bobby Cox was approved.

Good of the Order: Announcements: VFW National has instituted an official travel ban until end of September 2020. Meetings and trainings are to be conducted by Zoom.

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Awards Announced: From National Certificates of Participation and Outstanding Service for 2019-2020.

All State Awards were announced

1. Post 12138 Commander Bragg and QM Marszalek
2. Post 10276 Commander Mortimer and QM Chang
3. Post 3850 Commander Schoener and QM Dillie
4. Post 3391 Commander Ahping and QM Va'a-Igafo
5. Post 8616 Commander Lockwood
6. Top Recruiter Post 12138 Frank Bragg

Awards have not arrived from National and will be presented at a later time.

All-American Awards:

1. Post 110 Commander Moy
2. Post 12138 Commander Bragg
3. Department of Hawaii Commander Lockwood

Commander Lockwood presented Commander's Outstanding Performance awards of Commander in Chief K-Bar to Ben Fuata and George Barlett and Replica Hawaiian War Club to Norbert Enos.

Post Commander Reports: None

Commander's Moment: Suicide Awareness: Conduct a wellness check of your members.

Commander closed meeting in form at 1135. The next Council of Administration meeting will be on 0900 December 5, 2020 at the OVC or on Zoom depending on COVID-19 restrictions.

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No training conducted. Members and Posts can request training by calling the Department Headquarters to set up a training session. This includes Service Officer, Quartermaster, and Adjutant, Trustee or leadership trainings.

Submitted:

Department Adjutant
George Barlett