

# ***WreathsForTheFallen.org***

## ***Officers Meeting Minutes***

November 1, 2011

### I. Call to order

John Thomas called this special officers meeting to order at 2:30 pm at the Fort Steakhouse in Fort Ripley MN.

### II. Roll call

Officers present were, John Thomas–President, Bob Larson–Vice President and Carrie Johnson–Secretary. Treasurer Ron Robbins was absent.

### III. Treasurers Report

Ron Robbins was sick and unable to attend but John Thomas had his treasurers report who presented it to the Officers. As of October 31, 2011 there was a balance of \$ 10,594.18. It was agreed that we should open a savings account to maintain a balance to cover the proposed budget for 2012. Ron had received a signature card from the bank and all Officers have signed the card. The treasurers report was approved by all Officers and submitted by John Thomas.

### IV. Topics of Discussion

**Donations to Date** – The new updated contributions statement was passed out to all Officers – the contribution total as of 11-1-11 was \$ 17,432.51. John Thomas maintains the spreadsheet everyday and is very useful and detailed. Bob Larson will monitor the weekly donations so he can plan on the number of wreaths to order. He will update the order schedule every Monday from now until December 5<sup>th</sup>.

**2012 Budget** – The Officers are continuing to work on the budget. We are securing pricing for brochures, stationery, office supplies and other necessary supplies for 2012.

**Internments at the Camp Ripley National Cemetery.** As of October 31, 2011 there were 4073 internments. This number changes on a daily basis. When figuring how many wreaths will be needed for the ceremony on December 10<sup>th</sup> – the total internment number will be reduced by 2<sup>nd</sup> internments, burials in the columbarium, wreaths that will be purchased/ placed by the Civil Air Patrol, and Wreaths Across America.. The estimate to date is 2712 wreaths we will need to purchase to place at every marker.

**Erickson's Greenhouse in Brainerd MN** was given a purchase order for 1000 wreaths. We will also be purchasing additional wreaths from Mickman Brothers and Wreaths Across America as donations come in. John Thomas and Bob Larson –(wreath committee chairman) met with Mykel from Erickson's Greenhouse to review and sign the purchase agreement. The signed agreement was submitted to Carrie Johnson for the record. We will be getting 20 free wreaths from Mickman Brothers along with a large ceremonial wreath when we place an order with them. With our order with Wreaths Across America we will receive a \$5.00 refund per wreath.

**Patches** - are available now for only \$5.00 (our cost). Please call or email John if you would like one @ 218-829-6622. Freddie Barbeau will also have them at the table at the Wreath Laying Ceremony for anyone who would like to purchase one or more.

**Radio news** – John Thomas has been doing some radio interviews and has had very positive response to the radio shows! He has had many phone calls and donations after people have listened to the radio. We are all very grateful to the radio stations for donating their time to promote WreathsForTheFallen.org!

**Newspaper articles** – There have been several articles in various newspapers about our organization with very positive feedback! Many of the area newspapers have published articles and pictures with information about our project. Once again John has received wonderful feedback after the articles have been published.

**Cemetery Section Leaders** – We reviewed the list of section leaders to supervise the wreath distribution at the cemetery on December 10<sup>th</sup>. It will be emailed to everyone who signed up for a section. **There will be a 'Pre Run' meeting on Saturday, December 3rd at the Canteen at 11:00 am** to plan and discuss any issues with the ceremony. This was originally planned for November 26<sup>th</sup> but there were too many conflicts with the Thanksgiving weekend.

**Everyone who will be a section leader or anyone who would like to help should be at the meeting.** Please watch for more details and/or any changes that may happen. We will also be planning the display and wreath placement at the columbarium.

V. Next meeting time & place

The next **General meeting** is scheduled for Tuesday November 8<sup>th</sup> at the VFW in Little Falls – **this will be the last general meeting before the wreath ceremony.**

**Reminder - - VETERANS DAY IS FRIDAY NOVEMBER 11<sup>TH</sup>**

Pre Run for the wreath ceremony will be Saturday December 3rd at the Canteen at 11:00 am.

AND – the Wreath Laying Ceremony is Saturday, December 10<sup>th</sup>!!!

If you have any questions or need any information please log into our web site at [www.wreathsforthefallen.org](http://www.wreathsforthefallen.org) or call John Thomas at 218-829-6622.

**Everyone is welcome and encouraged to attend!**

VI. Adjournment

Meeting was adjourned at 4:00 pm.

Minutes submitted by: 

Minutes approved by: 