

HIGH COUNTRY CHAPTER
MILITARY OFFICES ASSOCIATION OF AMERICA



SECRETARY'S REPORT

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The Board of Directors meeting of the High Country Chapter of the Military Officers Association of America (MOAA) convened on 7 December 2025 during the chapter's December social. The meeting began with a remembrance of **Pearl Harbor Day**, led by Chaplain **Jim Fisher** followed by a moment of silence.

Directors Attending

Melanie Trado (MAJ, USAR) – President
Frederick “Fred” Schmitt (CAPT, USCG, Ret) – 1st Vice President
Adam Greene (LTC, USA) – Secretary / Legislative Affairs Chair
George Brudzinski (LtCol, USMC, Ret) – Treasurer
James “Jim” Fisher (CAPT, USN, Ret) – Chaplain
Lisa Ninnis (MAJ, USAF, Fmr)
Dinah Pinney (MAJ, USAF, Ret)
Patsy Alley (Surviving Spouse)

Directors Not Present

Mary “Frankie” Groff – Surviving Spouse / Immediate Past President
David Hollis (LTC, USA, Ret)
Quorum: Yes (6 required)

Opening

The meeting opened with a Pearl Harbor Day tribute. The agenda, Secretary's Report, and Treasurer's Report were provided prior to the meeting.

Approval of Previous Minutes

The Secretary summarized key points from the previous minutes.

Motion: To approve the Secretary's Report as presented.

Outcome: Approved unanimously.

Treasurer's Report

Treasurer George Brudzinski presented the November financials:

- **Fiscal Year-to-Date Income: \$455.11**
- **Accrued Interest on CD: \$57.07**
- The chapter's budgeted **net loss for FY26** is nearly **\$2,500.00**.
- Excluding the pancake breakfast, the chapter may face an annual deficit of approximately **\$3,600**.

No objections were raised to the Treasurer's Report.

Motion: To accept the Treasurer's Report.

Outcome: Approved unanimously.

Motion – Checking Account Signers

To update bank documents:

Motion by George to add Melanie Trado to the checking account signature cards, joining the existing authorized signers of **George Brudzinski** and **Mary "Frankie" Groff**.

Second: Frederick "Fred" Schmitt

Outcome: Approved unanimously. No abstentions.

The Treasurer will provide updated minutes to the bank.

Board Discussions

Quorum and Board Structure

The Board confirmed the revised **quorum requirement of six** directors.

Discussion on charging no-shows for GMM events was revisited; the Board opted to continue charging no-shows at this time depending on venue contract.

Veterans Day Ceremony Review

- The Board discussed improving coordination with **American Legion** and **April at the VSO** for next year's event.
- Uploading the *full audio recording* of the ceremony to the chapter website was proposed and supported.
- Timing improvements were considered, including a moment of reverence at **11:11**, though logistical challenges were acknowledged.
- The Board discussed whether to honor veterans alone or include families; consensus was to do both while maintaining clarity in the ceremony's narrative.

Flag Program – Decal Replacement

The Treasurer reported:

- **34 volunteers** assisted with flag placement.
- The chapter needs to replace **grave-site decals** due to deterioration.

Motion: To purchase new decals at a cost of **\$279**.

Outcome: Approved unanimously.

Replacement is planned for **early May**, potentially using App State student volunteers to assist.

Pancake Breakfast – 18 April 2026

Planning milestones:

- **February:** Print tickets
- **March:** Assemble placemat packets
- **January:** Begin volunteer recruitment and sponsor outreach
- Members emphasized using **last year's placemat** to solicit advertisers
- A January email will request volunteers for kitchen, ticket table, set-up, clean-up, and placemat assembly

New Chapter Shirts

The Board reviewed a new shirt design using **red stripes** and **blue Coast Guard–style colors**, with shirts priced at **\$30**.

- Shirts will be **pre-order / pre-pay only**
- An email order form will be distributed
- The Board agreed to finalize ordering logistics at the next meeting

Meeting Venue & Adding Zoom Option

Members discussed relocating meetings to a quieter venue.

A virtual option (Zoom or Google Meet) will be explored as:

- A contingency for winter weather
- An access option for absent Board members
- A potential hybrid meeting model for future BOD sessions

Government and Legislative Updates

The Secretary provided updates from federal and state government:

- Congress enacted a **continuing resolution**; VA funding remains stable
- North Carolina remains the only state without an approved budget
- Impacts include delays for local government operations and VSO support

The Board emphasized continuing to monitor legislative developments affecting MOAA members.

New Software System & Committee Module

- The Board is awaiting updates on the new **MOAA chapter software system**
- It was suggested that **Frankie** provide a status update at the next meeting
- Ensuring the chapter roster is accurate will support software transition planning

Next Meeting

The next Board meeting is scheduled for:

Tuesday, 6 January 2026

Action Items

- Investigate remote meeting technology options (Zoom, Google Meet)
- Order new grave-site decals for the flag program
- Assign members to solicit pancake breakfast sponsors using last year's placemat
- Send email to recruit pancake breakfast volunteers in January
- Update the chapter roster to reflect current contact information
- Coordinate with American Legion for Veterans Day 2026
- Confirm status of new MOAA chapter software and committee module

Respectfully submitted,

Adam K. Greene, LTC, USA

Secretary and Legislative Affairs Chair

High Country Chapter, MOAA