

HIGH COUNTRY CHAPTER  
MILITARY OFFICERS ASSOCIATION OF AMERICA



SECRETARY'S REPORT

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## MILITARY OFFICERS ASSOCIATION OF AMERICA

### SECRETARY'S REPORT

#### **Board of Directors Meeting – BOD Meeting**

**Date:** January 2026

**Next Meeting:** 3 February 2026

The Board of Directors of the High Country Chapter of the Military Officers Association of America (MOAA) met for a Board Meeting Social to conduct chapter business and address ongoing action items, financial matters, and upcoming events.

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### Participants

#### **Present:**

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

David Hollis, LTC, USA (Ret)

Mary “Frankie” Groff – Surviving Spouse / Immediate Past President

Lisa Ninnis, MAJ, USAF (Fmr)

Dinah Pinney, MAJ, USAF (Ret)

Patsy Alley – Surviving Spouse

#### **Not Present:**

James “Jim” Fisher, CAPT, USN (Ret)

**Quorum:** Yes

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### Approval of Secretary's Report

The Secretary's Report from the December meeting was presented.

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

**Made by:** Fred Schmitt

**Seconded by:** Mary "Frankie" Groff

**Outcome:** Approved unanimously.

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## Treasurer's Report

The Treasurer presented the financial update:

- **Income:** \$315.59
- **Expenses:** \$177.18
- **Additional Expense:** \$208.00 – liability insurance
- **Current Checking Account Balance:** \$9,380.80

The Board noted the report and current financial position.

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## General Membership Meeting – Valentine's Day

- **Date:** 14 February 2026
- **Venue:** BREMCO

**Catering Option:**

- **Dean's Southern Bistro (Wilkesboro)** – estimated \$25 per person

The Board agreed to further scope the caterer, confirm menu options and pricing, and report back prior to final approval.

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## Pancake Breakfast (18 April 2026)

Updates included:

- Sponsor outreach using last year's placemat
- Continued volunteer recruitment
- Preparation of tickets, flyers, and communication materials

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## Action Item Review

- **Remote Meetings:** Zoom and Google Meet were tested; Zoom appears more reliable. Further evaluation will continue.
- **Grave Site Decals:** Action item complete; decals have been ordered.
- **Chapter Roster:** Updated with one correction.
- **American Legion (250th):** No progress this month; follow-up remains pending. BOD agreed to participate in the Boone Independence Day Parade
- **MOAA Software:** Frankie confirmed progress on the new system and committee module; historical document storage in the shared drive was discussed.

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## Level of Excellence Awards

- **Deadline:** 31 January
- **Responsibilities:**
  - Fred – Excellence Award
  - Frankie – Surviving Spouse Award
  - George – Communications
  - Jim – Newsletter

A draft submission will be circulated to the Board prior to final submission.

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## Community & Outreach Updates

- **July 4th Parade:** Participation as a veterans organization was discussed.
- **Honor Flight (18 April):** Volunteers and guardians opportunity if desired.
- **Leadership Awards:** Coordination with schools will continue; certificates will be ordered via the national MOAA website.

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## Action Items

- Continue evaluating Zoom/Google Meet for remote meetings
- Continue pancake breakfast sponsor solicitation
- Follow up with the American Legion regarding 250th coordination
- Visit and scope Dean's Southern Bistro for the Valentine's Day GMM
- Finalize and submit Level of Excellence Award
- Review CD maturity options prior to March maturity

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## Next Meeting

The next Board of Directors meeting is scheduled for **Tuesday, 3 February 2026**.

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**Respectfully submitted,**  
**Adam K. Greene, LTC, USA**  
Secretary and Legislative Affairs Chair  
High Country Chapter, MOAA