



PO Box 820203
Vancouver, WA 98682

18 January 2011

SUBJECT: Minutes of VBMA Regularly Scheduled Meeting Held on 20 December 2010

Present: Jeff Davis, Chairman, VBMA, Lyle Wold, Board Member, Jack Giesen, Board Member, Dan Tarbell, board member, Jan Wojciechowski, Bill Hauser.

Chronological List of Events:

1. Meeting called to order at 4:15 PM by Jeff Davis, chairman of VBMA. Jeff Davis also acted as secretary, pending appointment of a permanent secretary.
2. The minutes from prior meeting had been emailed to all members by Jeff Davis, by a vote of those present, the minutes were considered read, and approved.
3. Treasurer's Report, monies carried over from 2010, VBMA has a net of \$207.36, including \$6.16 in stamps. No questions, asked of the treasurer, Bill Hauser gave the website report.
4. Website Report, Bill Hauser stated that he posted two articles and photographs Jeff Davis sent on to him on Memorial Day as well as a year in review. He stated that the website will be renewed in May 2011, and that there will be a price of \$133.34. Jeff Davis stated that he might be able to get hosting cheaper.
5. Old business discussed:
 - a. The Veteran's Administration Memorandum of Agreement and Volunteer agreement. Dan Tarbell discussed meeting with VA. It was a very good meeting. VA said they had a museum budget, which would defray some of the cost of setting up displays. The VA had information, and stated that all VBMA people associated with the museum had to sign on for VA volunteership. But only VBMA vetted people would become docents. Dan discussed the process of becoming a VA volunteer, which included Federal Background Check. Dan Tarbell recommended all VBMA officers go through process. Dan Tarbell stated that the VA encouraged accepting donations in cash as well as artifacts, and in future perhaps a gift shop. They did emphasize separating ownership of artifacts. Which were VA owned and which were VBMA owned. They also insisted on interpreting VA history, as well as Vancouver Barracks history. No MOA was signed, for the time being. However, they still wanted the Museum open on Memorial Day. They stated their reps would be at the CMAC meeting on 21 May 2011.
 - b. 501 (c) (3) status. Jeff Davis spoke about the status of the application. It was sent to the IRS in October and came back in December with questions relating to scholarship, the type of funding the VBMA were to receive and projected spending.

Thank you for supporting the Vancouver Barracks Military Asn. (VBMA). For additional information regarding the organization's activities or financial information, the VBMA is registered with the Washington State Charities Program as required by law and information may be obtained by calling 800-332-4483 or 360-725-0378

1: The IRS asked for details on the VBMA criteria for awarding scholarships. The questions were about one (1) page long. Jeff stated that he had responded yes to the IRS question about granting scholarships, when looking forward about five years. Since this was not an immediate plan, he replied to the IRS that the VBMA had withdrawn plans to award scholarships.

2: The IRS suggested that since the VA was going to provide a building rent free to the VBMA, that the VBMA would be a government funded charity. Jeff stated that he replied affirmative to the IRS assumption.

3: The IRS queried the spending of projected income that the VBMA projected taking in over the next three years. Jeff stated that in answer to the IRS question, he re-projected the income, and enlarged money spent items to take in 100% of projected income. The questions to the application were answered completely and resubmitted on Friday prior to this meeting.

c. Storage space from the City of Vancouver was discussed. Nothing new to report. No feedback from Mike True. It is becoming critical. However, the city of Vancouver no longer has available space. However, the VA benches were moved to the Vancouver Barracks in temporary storage at the Vancouver Barracks. The VBMA collectively nominated and confirmed as City Coordinator. He agreed to check again for space.

e. Cemetery Adoption. Jeff stated that he sent a letter to Mr. Bill Schell of the Vancouver Barracks offering to adopt the cemetery. This might include overseeing cemetery maintenance, contracting, interpretation, etc. Dan Tarbell mentioned knowing someone who might be interested in joining the VBMA, who is involved with maintenance with the adjacent St James Cemetery.

d. Membership dues. There was a discussion of \$10 a year for general membership. This was nominated and seconded. This was passed, and general membership will be \$10. Jack Giesen stated he would design a membership card, available next month.

4. New business was discussed:

a. Museum space meeting, Jack Geiesen suggested interpreting, VA history, 104th Division History, Cemetery, Barnes Army Hospital history, Vancouver Barracks History. There are only three rooms, so the committee divided these ideas into each room. Critical were interpreting the VA history, Barnes Hospital, History and the Chapel. Prior to the scheduled meeting, Jack

Giesen and Jeff Davis met, and later Jan **Wojciechowski** joined them. The three of them divided (tentative) the three rooms in the museum building into themes; including history of the building, history of the Barnes Army Hospital/VA complex. The 104th Division, the Cemetery and history of the Vancouver Barracks itself.

b. Memorial Day was discussed. Cemetery walk and museum open on that day. There will be a CMAC meeting on Friday the 21st of January. We will announce that we would be open and conducting a cemetery walk. Dan Tarbell stated the host speaker would announce the museum was open at the conclusion of the actual Memorial Day ceremony. Dan also mentioned that there were three soldiers would be honored at the Memorial Day ceremony. .

c. Jack Giesen asked if there would be a need for a regular meeting of the museum committee. All agreed that they did not need that, but a meeting would be called on special conditions.

5. Minutes were read and approved. Group disbanded at 4:45 pm.

Signed:

Jefferson Davis

Chairman

Vancouver Barracks Military Asn

Thank you for supporting the Vancouver Barracks Military Asn. (VBMA). For additional information regarding the organization's activities or financial information, the VBMA is registered with the Washington State Charities Program as required by law and information may be obtained by calling 800-332-4483 or 360-725-0378