

# ALAMO CHAPTER, VHPA



13 January 2026

Board Meeting Minutes

ARC

President David Sherrard opened the meeting at 0922 hours.

**Board Members Present: Dave Sherrard, Jim Boykin, Chic Carter, Oscar Costillo, Mike Clark.**

**Members absent: Mike Law, Tim Worley, Bob Dillon.**

**Quorum:** Yes

1. **Secretary's Report.** N/A
2. **Treasurer's Report.** Chic Carter presented the treasurer's report. As of 12/20/2025 there is \$7,399.76 in the account.
  - a. CD purchase. The board discusses the possibility of purchasing a CD to achieve additional income. It was determined that since our treasury balance is not significant, the amount of interest earned would not be appreciable enough to obtain a CD. No action to be taken.
  - b. Cost of a post office box rental and location. Chic had been paying for the rental of a P.O Box and traveling to downtown S.A. to retrieve the mail. Mike Clark made a motion that the chapter pays all cost of the box rental. Oscar Costillo 2<sup>nd</sup> the motion. Motion carried. The board also advised Chic to consider changing the post office location to a location closer to his residence. Chic will do so.
  - c. December 2025 Christmas Party. Chic reported that the total cost of the party was \$2,490.00. Money collected from members to pay for themselves and guests was \$1,918.00. There was a \$572.00 shortfall which was paid for from the chapter treasury. Jim Boykin noted that there were about 20 fewer attendees than the previous year. There was a brief discussion about when during the day the party should be held and the possibility of a change of venue. It was obvious from a financial point of view that the ARC is the best venue. The time of day will remain the same for the 4 December 2026 Christmas party.
- 3 **Old Business.**
  - a. Chapter monetary charity donations. Because our treasury is being reduced each year, Jim discussed the amount of money the chapter donates each year. The treasurer's report notes that \$854.00 was donated to Texas Tech University plus some money to the monument fund. The question was should the chapter continue to donate funds to other organizations. There are approximately 3 years of funds remaining at the current rate of yearly expenditure. Perhaps donations from the membership could be solicited to provide funds for donations to charities. Jim moved and Oscar 2<sup>nd</sup> to present that question to the membership at the next business meeting. Motion carried.

- b. Jim Boykin informed the board of an upcoming February luncheon and Oscar reported that he was going to set up a March luncheon. Oscar noted that, when possible, a speaker should be scheduled to present at our luncheons. Oscar will make a presentation on the Unaccompanied Veteran's Burial program at Ft Sam. More info to follow.
- c. Veteran's Day Parade. At the next chapter business meeting, the board will ask members to vote on making participation in the parade an official event supported by the chapter.

#### 4 **New Business.**

- a. Wreaths Across America. Marty Nelson and his wife Kim have volunteered to lead the chapter's effort to participate in this program. Oscar moved, 2<sup>nd</sup> by Mike C. to present the proposal to the membership for their input at the next business meeting.
- b. Reimbursable expenses. It was noted that some members were spending a lot of their own money in support of chapter functions. The board encourages members to submit receipts for reimbursement.
- c. Check Signature Authority. Jim noted that the Bylaws state that the chapter president and treasurer are authorized to sign checks, etc., issued from the chapter's checking account. Each time there is a change in either office, new bank signature cards must be prepared. Historically, the treasurer remains in office for several successive years but the president changes annually. Jim moved, 2<sup>nd</sup> by Chic, to amend the Bylaws and take the issue to the membership for vote, to indicate that the treasurer and Vice President will be the authorized signers. Rationale...The VP will be on the executive committee for a period of three years; one year as VP, one year as President, and one year as Immediate Past President. If the current treasurer remains in office, bank signature cards will only need to be updated every three years vice every year.
- d. Committees. Oscar noted that Section 7 of the Bylaws states:
  - a. *The Chapter may choose to utilize the following standing committees whose duties and responsibilities are outlined in the job descriptions and policy statements approved by the Board of Directors:*
    - i. *Historical*
    - ii. *Membership*
    - iii. *Program/Planning*
    - iv. *Community Service*
  - b. *Vacancies for chair of all committees shall be filled by appointment by the President.*
  - c. *All appointments to chair a committee shall be ratified by the Board of Directors.*
  - d. *Other standing committees may be established by the Board of Directors as required.*

Oscar suggested that, if the board and membership would want to establish the committees, Mike Law would be the obvious chair for the historical committee. He further suggested that the three members-at-large should each chair one of the other committees. The board will present Oscar's suggestion to the membership for consideration. Oscar also suggested that perhaps the chapter should coordinate/participate with other veteran organizations during various veteran's related events.
- e. Membership. Dave is going to contact National and attempt to obtain the names of VHPA members, using a zip code as a filter, that live within 90 minutes of S.A. If the names are provided, Dave will contact those individuals and recruit them. He will also query National about the possibility of obtaining contact information of spouses of deceased members and contact them as well. The objective is to see if the ladies would like to attend our luncheons, etc.
- f. Events Calendar. The board discussed the need for a calendar highlighting future chapter events. Oscar developed a draft calendar for the board's review. Draft attached.

5 **Adjournment**. There being no further business before the chapter, President Sherrard adjourned the meeting at 1055 hours.

6 Respectfully submitted,

*Michael Clark*

Michael Clark  
Secretary