

ABERDEEN PROVING GROUND  
RETIREE COUNCIL MEETING MINUTES  
Saturday, September 14, 2013

Council members present: Chair LTC (Retired) Nelson Laughton, Co-Chair SFC (Retired) Louise Leonguerrero, SGM (Retired) Gregory Miller, 1SG (Retired) Thomas Shumate, SFC (Retired) Rich Zalusky, SSG (Retired) Genaro Flores Jr., SSG (Retired) Lionel Palmer, RSO Ms Betty Willard, ARSO Mrs. Jean Flores and DHR Mrs. Janet Dettwiler.

Council members not present: CSM (Retired) Godofredo Posadas and MSG Lonzia Hawkins

The meeting was called to order at 9:00 AM.

Introduction made – New Council member SGM (Retired) Gregory Miller

**Topics of discussion:**

**RAD 2013 Lunch Option** – Council finalized cost per attendee, \$2.00. Remaining cost will be defrayed by volunteer vendors.

**RAD 2013 Vendors Spreadsheet** – Council reviewed vendors list. Currently 44 tables are needed to support committed vendors with an additional 11 tables waiting tentative commitments. Louise Leonguerrero with support from council members will continue to reach out to organizations to validate attendance through the remainder of September. Nelson Laughton will continue to approach organizations to defray cost on lunch, speaker gift, cleaning of tablecloths and program printing. John Hopkins will provide JHP bag and pill box for hand out material.

**RAD 2013 program/flyer format** – Council reviewed draft formats, recommendations made by council and DHR have been completed and sent to Nelson Laughton, Janet Dettwiler and Louise Leonguerrero for review. Additional updates to “Special Thanks Extended To” will continue through the month of September.

Final program - 4 October; estimated cost to publish program \$150.00, Check to be made out to Staples – Tom Shumate

Final flyer – 17 September - DHR will coordinate the production of 8 large Flyers for PX, DeCa, Kirk, Bldg 4305, and Recreation Centers – North & South, and C4ISR area.

**RAD 2013 Panel** - Council recommended that the following organizations for the panel – Kirk/TRICARE, AAFES, DeCa, JAG, FMWR, VA, VET Homes and Corvias Housing. Janet Dettwiler will coordinate installation panel. Louise Leonguerrero and Nelson Laughton will confirm external POCs. Tom Shumate will consolidate list and provide Nelson Laughton a copy of the confirmed panel members as soon as possible. Nelson Laughton will contact each panel member and provide overview on panel discussion.

**RAD 2013 Marketing** – Initial APG Save that Date published the first week of September ; Full APG News article - Last week of September – Tom Shumate; Local Harford/Cecil News article - Mid/Late September - Nelson Laughton; Flyers – Recreation Center, PXs, Commissary, VFWs, etc., Electronic Marquee – Tom Shumate, Directional signs - Large road signs from DES (18/19) October – Janet Dettwiler; Small signs – Fred Posadas

**OTHER 2013 Program Taskers**

- FreeState Challenge support for 18/19 October – completed Rich Zalusky
- Speaker gift – final coordination Nelson Laughton
- Tablecloth cleaning quote – Rich Zalusky coordinate with FreeState POC, Final decision at 5 October meeting.
- Site layout by table – Final layout presented at 5 October meeting - Tom Shumate
- Finalize ID support with vendor - Tom Shumate
- Publish Name Tags for Council Members - Tom Shumate
- Publish Organization Name Plates for each organization and panel – Tom Shumate/Greg Miller
- Publish Organization feed document for each table - Tom Shumate/Greg Miller

Next scheduled meeting – 5 October 2013, 9AM Recreation Center

Final meeting of the year – 26 October, 9AM AAR Bldg 4305

The meeting was adjourned at 10:00AM.