

**ABERDEEN PROVING GROUND RETIREE COUNCIL
MEETING MINUTES**

Saturday, February 18 2017

Council members present: Co-Chair 1SG (Retired) Thomas Shumate, CMSGT (Retired) Thomas Alley, SGM (Retired) Frank Yoakum, SGM (Retired) Robert Richardson, 1SG (Retired) Lonzia Hawks, SSG (Retired) Rita Hewitt, SSG (Retired) Genaro Flores Jr., SSG (Retired) Lionel Palmer and RSO Ms. Betty Willard

Council members not present: Chair LTC (Retired) Nelson Laughton, MSG (Retired) Nancy West, SFC (Retired) Rich Zalusky and DHR Mrs. Janet Dettwiler.

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

Topics of discussion:

Free State Coordination (Set-up, Program and Cleanup) – Mr. Palmer briefed that coordination with Free State leadership finalized and list of names will be provided the week prior to RAD event. Mr. Palmer, Mr. Alley, Mr. Richardson and Mr. Shumate will support 12 May AA Recreation Center Setup.

Program Review – Minor changes recommended and approved to program. Outstanding issues that need to be addressed prior to 1 May – Identify Chaplain (By-Name); Senior Commander Attendance and role; finalizing panel members and will VA provide staff to process/address application inquiries. Mr. Shumate has lead on finalizing program and Ms. Hewitt will coordinate and validate VA staff support.

Vendor List – Council members reviewed and updated vendor list. Mr. Shumate will consolidate updates, publish and provide updated copy to council members.

Military Appreciation Day Flyer – Recommendation was made and accepted to add Kirk MTF to Poster. Mrs. West will update and present final version to council members at March meeting.

Review and finalize Marketing Plan – Mrs. West not present; action tabled until March meeting.

AA Ball Room Lay Out - Recommendation to change table layout from east to west to north and south configuration was discuss. Mr. Yoakum reminded the council members that this was attempted in prior years and based on the number of tables required, 40+, the north to south configuration will not support our vendors and retiree traffic flow; layout will remain as in 2016.

Garrison Commander briefing/update – Scheduled 14 March, 1500, building 305, small conference room. Mr. Laughton and Mr. Shumate will attend

Audio-Visual Support – Mr. Shumate will request audio visual support March. This will include posters and AA Ball Room support.

The meeting adjourned at 10:00am.

Remaining Scheduled Council Meetings 2017

March 18
April 15
May 12 (RAD Set-Up)
May 13 (RAD)
June 17 (AAR)