

ALAMO CHAPTER #5, DEPARTMENT OF TEXAS
Executive Committee Meeting Minutes
April 11,2025

Meeting: Zoom

OPENING

Commander Joseph Harrison, Jr., opened the meeting at 6:51pm.

ATTENDANCE

Officers present:

- Commander Joseph Harrison, Jr.
- Sr. Vice Commander Keven Lomax, Sr.
- Jr. Vice Commander Karla Jordan
- Treasurer/Judge Advocate Gwendolyn Thompson
- Adjutant Kathy Kaberides
- Chaplain Clyde Bragg
- **Officers Absent:** Officer of the Day Donald Smith – Excused

Committee Chairs:

Women Veterans Advocate Chair: Donna Nious

Chapter Service Officer (CSO) Lead: Larry Whatley - Excused

VG Clark Chair: Gwendolyn Thompson

LVAP Coordinator: Karla Jordan

BPTL: Joseph Harrison, Jr.

OLD BUSINESS

-Commander Harrison discussed the idea of changing the number of monthly Chapter meetings by reducing the number. Pros and Cons were reviewed and Commander Harrison **Motioned** to not reduce the number of monthly chapter meetings and to leave as is. Ayes – 2; Nays – 1; Absent - 1

-Judge Advocate Thompson discussed the matter of establishing a “catchment area” for applicants for the V. G. Clark Trust Fund (cancer). Zip codes beginning with 78 include San Antonio and surrounding areas in Bexar County. Judge Advocate Thompson **Motioned** that all applications received to be considered on a case-by-case basis and that V.G. Clark requests will be approved at the V. G. Clark Committee’s discretion. The voting result was unanimous to be consider all applications on a case-by-case basis and that V.G. Clark requests will be approved at the V. G. Clark Committee’s discretion.

- Adjutant Kaberides reminded everyone that we should be using the DAV Alamo 5 Action Plan Template which was sent out to all in an email as this form will help keep track of events and ensure that the team is not overcommitted. The team also discussed using electronic voting (email) for events that may come up between meetings, even if for single-speaker events to keep a record of the event.

- Adjutant Kaberides thanked the officers for reviewing and updating their job descriptions based on their positions. She will send the descriptions out to the

membership by way of Constant Contact before our April meeting as all positions are open for nominations.

NEW BUSINESS

- Nominating Chair Donna Nious informed the team that she has the nomination form and process and will have a table at the meeting for members to sign up for positions they would like to be nominated for. Donna informed the team that Diana Barrera and Mr. Hernandez signed up for the Nominating Committee. However, Ms. Barrera had since sent her a text that she won't be available for the April meeting. Nominations will be taken at both the April and May meetings. Donna will have a table at the meeting and will also have copies of the job descriptions available.

-Motions that will be needed at the April Chapter meeting will include:

- Membership approving delegates and alternates for the Department of Texas Convention, to be held in Kerrville, TX from June 5-8, 2025.
- Appointment of a new Veterans Assistance Committee Chair if one is identified before the meeting.

- Adjutant Kaberides informed the Line that the new 2025 GSA mileage rate is .70 for travel.

-Adjutant Kaberides informed the Line that we have the following upcoming events: Unaccompanied Burial, Ft. Sam Houston National Cemetery, April 16, 2025, at 9:00 AM; Community Engagement Invite from UTSA, April 16, 2025, from 11:00AM – 1:00 PM and that the Commander will be our lead at this event; and Community Engagement Invite for a Fellowship & Gospel Concert, June 7, 6-9PM. Since this request conflicts with the Department of Texas Convention, the Adjutant will inform the requestor that we will not be able to support the event.

-Sr. Vice Commander Lomax reported that since April 5th, we have 5,518 members; he reported 3 deaths and sent letters to 5 new members on the Activity Report. Membership goals have been met. Adjutant Kaberides requested the Sr. Vice to look at our Chapter flag to see when the last time we received a streamer for membership was. If we are missing any, as we have always met or exceeded our goals, then the Sr. Vice will reach out to membership at National Headquarters and request any missing.

-Treasurer Gwendolyn Thompson also pointed out that the white cylinders that store our flags are broken and that the brown leather/vinyl bags are a better option to store the flags. She stated that the last time she looked at pricing, she believed the bags ran about \$30 total. Sr. Vice said that he would look into pricing to try to find the best deal. Treasurer Thompson **Motioned:** To purchase ten (10) bags at \$30 each, plus shipping. This motion would have to be put on the agenda for April's Monthly Chapter Meeting.

-Treasurer Gwendolyn Thompson went over the financial reports provided to the committee. One document was the bank statement and credit card statement along with the March financials and report by line item. We are at 28% of the 30% that we must spend on direct veteran service.

Treasurer Thompson also stated that we raised \$574 at our Sam's Club Forget-Me-Not Fundraiser on April 2, 2025. Cash donations were \$456, and our square donations were \$118.

Motion: To move \$489.65 from line 14A to 19C; and \$400 from line 14J to 19C for a total of \$889.65.

All in favor: Unanimous

Treasurer Thompson also presented a proposed budget for FY 2026 which is still a work in progress. This budget will be presented for a motion hopefully at April's Chapter meeting to ensure continued flow of being able to pay bills and such since there's no meeting in June.

-Adjutant Kaberides informed the Line that the Catalyst Calendar has been updated and will be sent to all members by way of Constant Contact.

-Jr. Vice Commander Jordan reported on LVAP. She informed the Line that there had been a glitch with our email account and some emails reporting LVAP hours may have been removed somehow through the glitch. Adjutant Kaberides immediately sent a Constant Contact to membership once aware of the problem. Jr. Vice Commander Jordan did receive 20 submissions.

-Jr. Vice Commander also advised that she and the Sergeant-at-Arms Rickey Vasquez represented the Chapter at the Spring Breakthrough event on March 22, 2025, at the Spirit Filled Family Church. She said it was a great event and that they spoke directly to about 20 people, and some may show up for claims day. She also received a thank you note from Dr. Nichols.

-Sergeant-at-Arms Vasquez reported on a donation of 100 bags of coffee that he received from Black Rifle Coffee Company on Bitters Road, San Antonio. Adjutant Kaberides asked that she be provided with an address so that a thank you letter for the donation may be sent. Discussion ensued as to what to do with so much coffee. Sergeant-at-Arms Vasquez will look at the cases and see what the expiration date is on them. Different ideas were thrown around but ended with all being asked to think about it.

Committee Reports:

-BPTL: No report given.

-Veterans Assistance Committee: Treasurer Gwendolyn Thompson reported The current balance in the Veteran's Assistance Committee is \$1,654.28 in this year's budget for this committee although funds may be moved in and out as needed.

-VG Clark Chair Thompson advised that we have three veterans currently receiving assistance through this fund. One veteran is a new recipient.

-Hospitality Committee: No report given.

-Women Veteran Advocates: No report given.

CLOSING

Commander Harrison closed the meeting at 8:22 pm.



Kathleen Kaberides

Adjutant, DAV Alamo Chapter 5

Date April 17, 2025



Joseph Harrison, Jr.

Commander, DAV Alamo Chapter 5

Date April 17, 2025