



**HEADQUARTERS
CIVIL AIR PATROL ARKANSAS WING
UNITED STATES AIR FORCE AUXILIARY
2201 CRISP DRIVE – ADAMS FIELD
LITTLE ROCK AR 72202-4406**

**Wing Finance Committee Meeting
25 September 2006
(4th Qtr FY 2006)
Wing Headquarters**

The meeting was called to order by the Finance Committee Chairman, Col Joseph Jensen. In attendance were Col Joseph Jensen, Lt Co Bucky Britton, Lt Col Herb Williams, Lt Col Robert Betzold, Lt Col Ken Weis, Chaplain (Lt Col) Peter Nortier, Lt Col Chuck Bishop, Jr, Lt Col Robert Penton, Major Joel Buckner, Major Bobby Allison, Capt Chic Matthews, Capt. Kevin Mansfield, Deputy Chaplain (Capt) Larry Killian, and Susan Brewczynski,

Col Jensen established that a quorum was present.

Col Jensen called the meeting to order 17:58 CDT.

Col Jensen introduced Capt Kevin Mansfield, the new Commander of the 95th Squadron, Batesville as a guest for the meeting.

The quarterly audit for the 3rd quarter of FY 2006 was done by Col. Jensen, with the assistance of Ms. Brewczynski. The results were satisfactory. The results were briefed to the committee.

Col Jensen stated that the wing is in good financial shape, subject to tail-number funding by the USAF. "We've done a good job. We must keep a reserve for emergency missions. At present, we have cash on hand or accounts receivable of about \$50,000.00 of which about ½ is "Tail-number accounting" restricted funds for aircraft maintenance. Our cash flow has improved substantially over the last year, due largely to a substantial decrease in wing funded, but unreimbursed flying.

We continue to hold \$59,103.32 in Certificates of Deposit in reserve.

The USAF training budget showed about \$10,000 unused for FY 2006. This includes funds earmarked for the SAR EVAL which has been postponed into FY 2007. NHQ closed the FY early and is using these funds for equipment purchases.

Col Jensen stated that National Headquarters downsized in FY-06, and the savings in funding (since the NHQ budget cut has been restored) is being made available for training. We plan to take a more aggressive approach to early fund utilization in FY-07, since the outlook for training funds is better.

Col Jensen introduced and read from a directive from National concerning the Wing Banker system – that will have an account with sub-accounts for each squadron. CAP doesn't have a way to audit squadrons. The Wing Banker solution has been briefed to squadron commanders and will be implemented beginning Oct 1, 2006.

Lt Col Williams asked a question about accounting. Maj Buckner and Ms Brewczynski briefed the details of the system that will be used to track the Squadron funds... Any CAP funds must be IAW stated CAP policy.

The Committee was reminded that neither Wing nor Squadrons are a legal entity, only the national CAP Corporation.

Col Jensen stated. "The new policy may not be popular with some squadrons, but we must follow it."

There is some question about the latest reconciliation of the Cadet account. Maj. Buckner, Ms. Brewczynski and Maj. Allison will follow-up and report to the committee.

CAPR 173-2 requires the finance committee to be re-appointed annually. Col Jensen declared that the present members of the Finance Committee are reappointed for FY 2007. Col. Jensen will be departing command of the Arkansas Wing in November, 2006 and the new Wing Commander will need to confirm or amend the continuing appointments to the finance committee.

Maj Allison presented a Memorandum to the Finance Committee for the purchase of certain items and funding of cadet scholarships. The committee tentatively approved Maj Allison's request pending the successful review of the status of the cadet accounts.

Lt Col Penton presented information concerning airplane maintenance costs. We are approaching the point in this FY where we need to begin using wing maintenance funds for aircraft maintenance and save the remaining available state support for utility bills, etc. A brief review of policies regarding Tail number accounting funds and their utilization followed.

Maj. Buckner and Col. Jensen discussed informal "budgeting" for wing expenses for FY 2007. Because of the episodic nature of some expenditures (i.e. ES missions), formal budgeting is difficult. Wing directorates will be asked to submit proposed expenditures for FY 2007 to the next finance committee meeting (1st Qtr FY 2007) for review, planning and approval).

With no further business pending, Col Jensen adjourned the meeting at 18:50 CDT.

/s/

Joseph Jensen, Col., CAP
AR Wing Commander
Finance Committee Chairman