



**HEADQUARTERS
CIVIL AIR PATROL, ARKANSAS WING
UNITED STATES AIR FORCE AUXILIARY
2201 CRISP DRIVE
LITTLE ROCK, AR 72202**

**Wing Finance Committee Meeting
26 February 2007
(1st Qtr FY 2007)
Wing Headquarters**

The meeting was called to order by Lt.Col. Jim Gilbert, who acted as Chairman in the absence of Finance Committee Chairman and Wing Commander Bucky Britton. In attendance were Capt. Reba Wingfield, Maj. Joel Buckner, Lt.Col. John Pauly, Lt.Col. Robert Penton, 1Lt. Tommy Rea, Chaplain Peter Nortier and Lt.Col. James H. Williams.

Lt.Col. Gilbert announced that a quorum was present and called the meeting to order at 1700 CST.

Capt. Wingfield, Finance Officer, reported that the Wing bank account had a balance of approximately \$45,000 and discussed the termination of the Wing Administrator Susan Brewczynski. It was discussed that Capt. Wingfield would perform the necessary duties of Wing Administrator until a new Administrator could be employed. In addition, NHQ has been requested to send someone to audit all accounts following Susan Brewczynski's termination.

Lt.Col. Gilbert discussed the decision of SWR to establish a CAP Crisis Coordination Center (C4) at Little Rock, which would utilize a portion of the Wing's building and would require the Wing to make certain expenditures to obtain necessary items of equipment to support the new C4. It was discussed that Classroom B on the second floor would be a good location for the operations of the C4. Initial equipment needed would include plastic top tables (at a cost of around \$350), chairs (which could be obtained from federal surplus), two 4' x 8' white boards, with one magnetic (at a cost of about \$575, including shipping), and phone lines to be run into Classroom B. Region is sending six new computers to be used by the C4, which can be attached to the Wing server. In addition, it will be necessary to subscribe to VFR sectionals for several states. It was estimated by Lt.Col. Gilbert that the initial equipment costs for the C4 will run somewhere around \$2,000, with more funds to be required later. Lt.Col. Pauly made a motion that expenditures of up to \$3,000 be approved to purchase the initial equipment required for the C4, Lt.Col. Williams seconded and the motion carried with no votes against.

It was then discussed that a new Power Point projector was needed for the Wing. Following a discussion of the type of projector needed and the costs of the same,

Lt.Col. Pauly made a motion to approve the purchase of a new Power Point projector with a cost of up to \$700, 1Lt. Rea seconded and the motion carried with no votes against. It was determined that Lt.Col. Williams will make the physical purchase of the new projector.

Chaplain Nortier requested that the Wing sponsor him and Chaplain Peter Connolly to attend the Southwest Region Chaplain Staff College to be held at the AFB in Phoenix, Arizona at a cost of approximately \$300 each. Lt.Col. Williams made a motion that the Wing sponsor the Chaplains' attendance at the Southwest Region Chaplain Staff College, Lt.Col. Penton seconded the same. The motion carried with no votes against.

There being no further business to be discussed, Lt.Col. Gilbert adjourned the meeting.

/s/

Jim Gilbert, Lt.Col., CAP
(Acting Finance Committee Chairman)