



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

**WING FINANCE COMMITTEE MINUTES
Wing Headquarters
14 July 2008
1800-1900 hours**

The meeting was called to order by the Wing Commander at 1800 hours. Those in attendance were: Britton, Buckner, Gilbert, Bishop, Williams, Penton, Smith, Wingfield, and Wood. The Commander declared a quorum was present.

Motion by Gilbert, seconded by Wingfield, to waive reading the minutes of the previous meeting. Motion passed unanimously.

The Director of Finance presented the current financial statement for the fiscal year to date. It showed a net operating loss of \$74,156.85. Expenditures for aircraft was responsible for almost all the total. She noted that the Wing had received \$12,222.35 for member flying. A discussion ensued about finances available to the Wing from dues, donations, etc. for the coming year now that consolidated maintenance was in place. Motion by Bishop, second by Gilbert to accept the report. The motion passed unanimously.

The Wing Administrator reported that the mid-year review conducted during May was concluded. The Director of Finance reported that the Wing had received a successful rating.

OLD BUSINESS- The Wing Commander gave a report on the status of the aircraft expenditures to date. The Wing has obligated all but about \$1700 on the proposed expenditures and that most of the work should be completed by the end of July and possibly extending into the month of August. Work will proceed until National comes in to audit the aircraft maintenance figures.

The cadet encampment final financial report has not yet been submitted. The Wing Commander directed the Wing Administrator to call Dave Meyers and get this information submitted as soon as possible.

The Wing Administrator reported that the Wing only had \$135 left from the FY08 State appropriation and that it would be used up in the next month or two.

NEW BUSINESS- The Director of Finance reported on the status of the 2008 Wing Conference. It will be held on the last weekend in September at either the Crowne Plaza in west Little Rock, or the Airport Holiday Inn. Jim Gilbert is to make one more

attempt to get favorable rates from the Holiday Inn. If he is unsuccessful, it will be at the Crowne Plaza.

A discussion was held of aircraft maintenance pending conversion to centralized maintenance. The Wing Administrator reported that the Wing is already participating in centralized maintenance. Since the Wing has over \$25,000 in maintenance funds, it will be required to pay any maintenance bills that are incurred until it is gone.

The Wing Administrator informed the Committee that while the expenditures for the 2007 Wing Conference were on the agenda back in October, the minutes did not reflect that the Conference expenditures had been approved. Thereupon, motion by Wingfield, seconded by Williams, all expenditures made by the Wing for the 2007 Wing Conference should be approved. Motion passed unanimously.

The Wing Administrator also informed the Committee that it had approved the design of the Wing challenge coins and although the total costs were within the authority of the Wing Commander, it would be advisable to approve the final expenditures of \$1,098.00 and \$1,030.00 for the challenge coins. Motion by Wingfield, second by Buckner, to approve the above expenditures for the challenge coins. Motion passed unanimously.

The Committee was informed that the Wing had processed a check for \$500.00 to National Headquarters for Cadet Juli Listina of the 115th to attend the flight academy. This amount will be reimbursed to the Wing by the Daedalian Society. Motion by Buckner, seconded by Britton, to approve this expenditure. Motion passed unanimously.

The Wing Commander informed the Committee that he had been trying to use his frequent flyer miles for air travel to the National Conference but was not yet able to do so. He said his estimated expenses to attend would then be \$1,200.00. He asked that the Committee approve this amount for him to attend. Motion was made by Bishop and seconded by Buckner to approve the sum of \$1,200.00 in expenses for the Wing Commander to attend the National Conference. Motion passed unanimously.

There being no further business, upon Motion by Wingfield, seconded by Bishop, the meeting was adjourned without objection.

/s/ Doug Wood

Doug Wood
Wing Administrator/Recorder

APPROVED _18___ July 2008.

/s/ Robert B. Britton

ROBERT B. BRITTON
Colonel, CAP
Commander