



**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 December 2009  
1800-1900 hours

The meeting was called to order by the Wing CC at 1800hours. Those in attendance were: Britton, Wingfield, Smith, Betzold, Loeber, Penton, Middleton, Allison, Gilbert, and Wood. The Director declared a quorum was present.

A copy of the minutes of the previous meeting was provided to all members of the committee. Motion was made by Wingfield, seconded by Gilber, to waive reading the minutes of the previous meeting and approve them. Motion passed unanimously.

The Director of Finance presented the current financial statement for the fiscal year to date. It showed a net operating income of \$1,040.21 to date, most of which was due to the revenues generated from the Conference. Motion made by Wingfield, seconded by Gilbert, to accept the report. The motion passed unanimously.

OLD BUSINESS- Britton reported that the Wing received its allocation of training funds today from NHQ. The Wing CC will be calling the SWRCC for when we can expect the return of our funds from the TX Wing. The Director reported that the Wing will probably realize a gain from the Conference of about \$1,083.71 which should offset the loss sustained from the 2008 conference.

NEW BUSINESS - The Wing CC announced to the committee that he had discussed with National their request that the Wing reimburse CAP NHQ the sum of \$44,146.00 representing the balance of aircraft maintenance funds due for the consolidated maintenance program. They want all Wings to make a plan to pay it off within 5 years. The Wing CC has gone over the Wing budget and financial data for the current year and there are no adequate funds available with which to do this. He is still investigating the past practices of the NB for forgiving debts when the subordinate units are unable to pay.

The Director passed out copies of the new CAPR 173-1 to the committee. She urged all members to become knowledgeable about its provisions and pointed out several substantive changes over the previous version. She also discussed the OI FM 07-02 regarding expenditures for business meals and entertainment and the limitations imposed therein.

Betzold informed the Committee of an obligation of the Wing to pay \$150 to the USAF for a finding of liability for a report of survey concerning a missing computer monitor. Motion was made by Britton, seconded by Wingfield, to approve payment of this liability, provided Betzold confirms that it is, indeed, a valid debt of the Wing. Motion passed unanimously.

Bishop called in prior to the meeting and asked that the committee approve the purchase of 2 batteries for UPSs at an approximate cost of \$110, and the purchase of 4 memory cards at \$20 each for the computers he is upgrading. The Wing CC asked that the request be deferred until he gets information on the type of batteries because he may already have 2 that can be donated if they are the right models. Also, he requested more information on the memory cards before taking action. The request was deferred until the next meeting when Bishop is available. Gilbert suggested that the Wing include a "wish" page on the Wing website where members can see what is needed in case they want to donate that item.

The Services Coordinator reported that 41% of the state fiscal year has expired and the Wing has spent or obligated about 43% of its State funds.

There being no further business, motion was made by Wingfield, seconded by Penton, to adjourn. Motion passed unanimously.

/s/ Doug Wood

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Doug Wood  
Wing Administrator/Recorder

APPROVED \_\_\_\_23\_\_\_\_ December, 2009

/s/ Robert B. Britton

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ROBERT B. BRITTON  
Colonel, CAP  
Commander