



**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  
11 January 2010  
1800-1900 hours

The meeting was called to order by the Wing CC at 1755hours. Those in attendance were: Britton, Buckner, Wingfield, Smith, Betzold, Loeber, Penton, Middleton, Gilbert, and Wood. Guest was Bradshaw. 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 Gilbert, 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 \$1,431.73 to date, most of which was due to the revenues generated from the Conference. The report showed a balance in the 113<sup>th</sup> Squadron account of \$636.86 and the question was raised about transferring the remaining funds to the Wing account. The CC would like to keep those funds as is for the present and possibly make them restricted if transferred so they might be used if another Squadron wants to organize. The Director said she will review CAPR 173-1 to make sure we are in compliance and will report back to the Committee at the next meeting. Motion made by Wingfield, seconded by Buckner, to accept the report. The motion passed unanimously.

OLD BUSINESS- The Director pointed out that the new CAPR 173-1 imposes new duties on the Squadrons. The CC asked her to work on a presentation to train the Squadron finance chairmen on complying with 173-1 and that he would approve funds to bring all the Squadron commanders and their finance chair in for a training session.

The State Director informed the Committee that he has still not heard from the USAF representative yet for instructions on payment of the \$150.00 liability from the Report of Survey for the missing computer monitor and the matter was deferred.

The Committee also briefly discussed the Wing's liability for the aircraft maintenance drawback to National with no action taken.

The Wing CC announced that the Wing had been reimbursed by the Texas Wing of the \$1500.00 previously transferred during the previous quarter and that the Wing would now be able to do more training.

NEW BUSINESS - The Wing CC announced to the committee that the Wing had passed it CI inspection with a successful rating. There were only 20 findings overall. Betzold also commended the Wing for its success. The Wing CC instructed the SC to draft an announcement to the Wing congratulating everyone for a job well done.

The SC reported that Faye Williams would like the Wing to purchase a wide format printer for certificates from the excess revenue from the Wing Conference. This is needed to be able to print certificates without having to send them out to a printing vendor. Motion was made by Gilbert, seconded by Buckner, to approve the purchase of a printer not to exceed \$150 plus tax. Motion passed unanimously. The CC directed that the Finance Officer should transfer the leftover Conference funds, subject to compliance with CAPR 173-1, to fund the Conference for next year.

The Services Coordinator reported that the Wing is now 50% through the State fiscal year and that the Wing has expended 46% of its O&M appropriation.

The Wing CC informed the Committee that he would like to attend the winter National Conference in Virginia and asked the Committee for funding. Motion was made by Buckner, seconded by Wingfield, to approve up to \$1800.00 for travel expenses for the Wing CC to attend the winter conference. The motion passed unanimously.

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

/s/ Doug Wood

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Doug Wood  
Wing Administrator/Recorder

APPROVED \_\_\_22\_\_\_ January, 2010.

/s/ Robert B. Britton

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ROBERT B. BRITTON  
Colonel, CAP  
Commander