Wings Foundation, Inc.

Board of Directors Meeting

Alexandria, Virginia

February 21-23,2018

The following members of the Board were present/absent (\*indicates absence)

Kazumi Chapa President  
Debbie Roland Vice President  
Sharon Gambrell Secretary  
Karla Litch Treasurer  
Kim Putman CLT  
Monique Jobin DCA  
Jenny Quick DCU  
Penny Mather DFW  
Roxanna Liwanag-Kelley DFW  
Michelle Soto LAX  
Aaron Azevedo LAX  
Anne Elfant NYC  
\*Bridget Glassman NYC  
\*Trisha Alferman ORD  
\*Gretchen Jacob ORD  
Sarah Bly PHL  
\*Rich Henderson PHL  
Nicki Kirkeby PHX  
Daniel Smotherman PHX  
Juliana Ruggiero SFO

Kim Tuck STL  
Krichelle Zuniga Advisory Director Flight Attendant Disaster Relief  
Stephanie Oxford Advisory Director Fundraising  
Geoff Stafford Advisory Director Growth and Development  
Sam Gooch Advisory Director Kiwi Liaison  
\*Jody Smith Advisory Director Recycling  
Forrest Blake Advisory Director Web   
Susan Henry Advisory Director Communications  
Patti Baskin Palmer Past President  
Cathy Crandall Past President

Volunteer Attendees:

Names to be written

February 22 ,2018

A quorum of the Directors being in attendance, the meeting was called to order at 8:30 a.m.

Reading of the Mission Statement by Danny Crabera

**President’s Report – Kazumi Chapa**

*Tomorrow, I will be reelected as President of the Wings Foundation for a third term and I am humbled and honored to receive the continued vote of confidence from our Board of Directors.*

*May 2018 marks the Wings Foundation’s 30th anniversary of registration as a 501c (3) nonprofit. It is truly amazing how much we have grown from the “grass roots” organization founded by Marie Lockbaum, Patti Baskin Palmer and Ada Asher so many years ago.*

*During the last ten years, Wing Foundation has provided 8.5 million dollars in assistance to American Airlines Flight Attendants in financial distress due to illness, injury, disability or natural disaster. I’m sure that Marie, Patti and Ada are amazed and delighted by the level of generosity and compassion exhibited by our wonderful group of volunteers.*

*Last year, WINGS provided AA Flight Attendants $692,000 in financial grants. We raised over $898,000 through recurring monthly donations, fundraisers, inflight aluminum can recycling, and corporate donations such as Barclaycard.*

*I am deeply grateful to the WINGS Executive Committee for their drive and dedication throughout 2017. It has been a tumultuous year of policy and procedures change, but I am confident that we have made decisions in the best interest of our beloved charity and our recipients.*

*Thank you, Kori Koprivica for assisting us with the planning of the 2018 WINGS Board of Directors Meeting in DCA.*

*Volunteers are the driving force behind this charity and I welcome you to share your ideas, concerns and your time. Please know that my “door” is always open to YOU.*

*Kazumi Chapa*

*President, Wings Foundation, Inc.*

**Secretary’s Report -Sharon Gambrell**

501 C TAX LETTERS FOR 2017 501 C Tax Letters for donations of $250.00 or more were written to those who donated these funds to the Wing’s Foundation. Per policy, these letters are to be written only by the Secretary. If your base receives a donation of $250 or more, please write a personal “Thank You Note,” mail the check to Karla, and Karla will send a copy to me. This will ensure a 501 C Tax Letter will be mailed and filed. In 2017, 34 donations were deposited to the WINGS Foundation for over $250.

MEMORIAL DONATIONS We do have "Memorial Donation Forms" on line that Flight Attendants and Family members can utilize, for donating to WINGS in memory of loved ones. These donations can also be made through Network 4 Good. WINGS received over 50 Memorial Donations in 2017. Acknowledgements and “Thank You” notes were sent to all donators.

E Votes- We had 1E Vote for 2017 Communications Advisory Directory Nomination- Susan Henry 26 – vote yes; 1 not voting

NOMINATIONS FOR PATTI BASKIN-PALMER AWARD- Krichelle Zuniga and Debbie Berberet.   
The Award will be presented to Krichelle Zuniga.

NOMINATIONS FOR THE MARIE LOCKBAUM AWARD- Juliana Ruggerio,

Nicki Kirkeby, and Brenda Jacobson. The Award will be presented to Brenda Jacobson

EXTENSIONS - Vote on request for Extension of Assistance - DFW Case (February 15, 2017) 18 - yes, 2 – no – 3 - not voting

CONFIDENTIALITY AGGREEMENTS - The Confidentiality Agreements have taken the place of the past” Volunteer Agreement Confidentiality” or VACS. Every volunteer was asked to sign a new Confidentiality Agreement and mail it to the P.O. Box. In Dallas, Fort Worth.

RESIGNATIONS WINGS had several resignations in 2017- Susan Jackson- RDU David Arnette- DFW Lisa Lonvick- DFW Jody Smith-DFW, National Recycling Coordinator Mary Testa-BOS Mike Busceni-BOS Gretchen Jacob,-ORD-Joe Stanko, - MIA- Karen Brenan, Nayda Pophal, Janelle Harmon, Jared Shorter, Barbie Osterling, Courtney Conston-Cox,

**NEW HIRE PRESENTATNIONS AND DONATIONS**

DFW did an amazing job with “WINGS Presentations” at each graduating new hire class. We saw on an average of 50-75% signing payroll deductions forms from each class. Cliff Fleming and Jill Fenley were responsible for the scheduling of speakers. 2018, will be quite a change since we are no longer accepting Payroll Deductions. Kazumi has been working with Flight Service to possibly have WINGS Volunteers pass out pamphlets to the graduating new hires about WINGS and how they can donate.

Conference Calls The Executive Committee had a total 4 Conference Calls during 2017 Dates; May 10,2017 June 6,2017 August 24,2017 October 6,2017

Executive Meetings There were 3 Executive Committee Meetings; 3/18/2017 In 2017, we held our first Executive Meeting of the year in Washington once we adjourned from the National Term Director Meeting. 7/18/20 In Philadelphia which coincided with the Philadelphia Lip Sync 1/8-10 2018 in Phoenix.

**Reading of Electronic Votes – Sharon Gambrell**

Sharon Gambrell read the electronic votes cast during 2017. Upon properly made and seconded motion, it was unanimously resolved to adopt the minutes of the Board of Directors meeting held February 2016.

**Vote on Communication Advisor -** Susan Henry  
unanimous

**Vote on Marie Lockbaum Award** – Presented to Brenda Jacobson  
Nominees;  
Brenda Jacobson  
Nicki Kirkeby  
Juliana Ruggerio

Vote on Patti Baskin Palmer Award- Presented to Krichelle Zuniga  
Nominees;  
Debbie Berberet  
Krichelle Zuniga  
  
  
**Fundraising Report- Stephanie Oxford**



**Webmaster Report – Forrest Blake**

**Lunch**

**1:15 p.m. – 5:30 p.m. Breakout Sessions of MS 365 Training and Fundraising Rules and Regulations for Non- Profit Organizations.**

**Led by Dominic Anaya, Karla Litch and Stephanie Oxford**

**February 23, 2018**

Vote on 2018 Wing’s Foundation Board of Directors:

Elected

President- Kazumi Chapa  
 20 yes, 1 did not vote

Vice President- Anne Elefant

20 yes, 1 did not vote

Secretary – Sharon Gambrell

20 yes, 1 did not vote

Treasurer – Karla Litch

20 yes, 1 did not vote

Flight Attendant Disaster Relief – Krichelle Zuniga

20 yes, 1 did not vote

Fundraising Advisor- Stephanie Oxford

20 yes, 1 did not vote

Growth and Development – Geoff Stafford

20 yes, 1 did not vote

Kiwi Advisor Director – Sam Gooch

20 yes, 1 did not vote

Recycling Advisor Director – Danny Cabrera

20 yes, 1 did not vote

Webmaster – Dominic Anaya

20 yes, 1 did not vote

Term Directors:

DCA – Lauren Murphy

20 yes, 1 did not vote

ORD – Valorie Stansberry

20 yes, 1 did not vote

DFW- Roxanna Liwiang Kelley

20 yes, 1 did not vote

NYC – Paul Aniston Jr.

20 yes, 1 did not vote

**Communication Report Susan Henry**

This past year has been a whirlwind! Little did I know what was in store when a small group was chatting amongst yourselves here in this very corner after the close of our last meeting here (Alexandria) -- *you* know who you are! I had stepped out of the room for a brief time, and when I came back I heard a collective shout: “There she is!” Me: “Who?” Evidently, a decision had been made and I agreed I would “consider” taking a newly-created position: Advisory Director of Communication.

Of course, Deb Roland had been handling the eNewsletters, the contacts databases and other communications duties as the Vice-President. Forrest Blake was in charge of fielding most inquiries from the WINGS website, with Krichelle Zúñiga on top of all things FADR. Sharon Gambrell kept a handle on the voice messages. Moving forward, how to split some of these duties and narrow the sources of response? Communication is so important …. And it definitely takes a village! I have continued with the eNewsletters and contacts database, and now respond to contacts from the website that are not related to FADR. This has given Debbie more time to concentrate on other important WINGS issues, especially casework oversight which Anne Elfant as the new VP will appreciate. Blake now has more time to update the website and Facebook page when he isn’t busy uploading faxed assistance applications to the appropriate caseworkers. He has also welcomed the talents of Dominic Anaya to help with those duties. Dominic is also getting everyone on board with MS Office 365 – no small feat! Sharon still monitors the frequent voice messages and directs them appropriately, with Kazumi Chapa, Debbie Roland and Lo Cruzan stepping up to help with that huge responsibility.

As for the eNewsletter, I cannot give enough thanks to Deb Roland whose experience, suggestions, contributions and keen eye for proofreading the drafts have been invaluable this past year. It’s been a learning adventure -- experimenting with layout, fonts, color, photos and content to make it more interesting and visually appealing. Building on the format as it was when I started, a consistent header and logo is now in place with background art and complementary color schemes to fit the month or subject. An upgrade to our WIX communication platform last fall gave us more flexibility in sending multiple “shout-outs” (blasts) during a month if necessary … and necessary it was with the seemingly unending parade of natural disasters as well as base fundraising events last year! Sending out our latest news is great, and our subscribers list continues to grow each week. But what I have learned (*NOT* so great) is that even with that growing list of subscribers, we are not reaching our full potential audience.

“WIX” is the website which hosts our contacts list and publishing capabilities. They also have a lot of “best practices” information available to help manage an email list and increase visibility, and accordingly I have begun to clean up ours by removing email addresses which have unsubscribed or bounced, whether due to a change of address or a misspelling. These two issues can eat away at the viability of our timely messages and the overall reputation of our product. Our news gets sent, but it is disappointing to see how relatively few of our eNewsletters and blasts are actually opened and of those, how many people “click” on links in the body of the eNewsletter, While WIX claims it removes bounced email addresses, I have found a number of them which continue to bounce each month, and they will be removed from our contacts list. Another suggestion is to publish newsletters and blasts on a Tuesday whenever possible, as this is the day of the week where there is generally less email traffic and less chance of your blast being “lost in the shuffle.”

Aside from the bounced emails, why are our e-messages largely ignored? With the exception of the FADR blasts in August and September (which fortunately promoted much more donation activity) and the recent alert of payroll changes, our eNewsletters “Opened” rate hovers around 30%, with the past 3 months dipping into the mid-20% range. Is this because the Holidays take our focus off of email in general, or are our AA colleagues distracted by an overload of company emails, web-based training, learning about FOI, PBS, TTS, ROTA, new aircraft, new base possibilities, etc.? There is a mind-numbing amount of information we are expected to absorb, and that will not change in the near future. How can we more effectively reach our audience, especially considering younger generations are a growing representation on our seniority list?

Engaging new volunteers as the “Leading Edge” will be helpful in adding more subscribers to our contacts list, but keeping our subscribers engaged is the challenge. Targeting some of these volunteers with special talents will also be welcome, as they can assist with graphics and photos and other skills they may have to contribute to the visibility of WINGS across the system while at the same time preparing the cream of the crop to take over when some of us choose to pass the torch. We are fortunate to have the support of our VP of Flight Service, Jill Surdek, who seems committed to promoting WINGS in her correspondence to Flight Attendants and also to protecting the payroll deductions currently in place for WINGS as the company transitions to the new payroll system.

So, here’s the question: How do we ….

* Capture a larger percentage of our intended audience?
* Reduce the number of eNewsletters and blasts that go astray?
* Increase financial donations to WINGS?

As a start, new source material such as videos and photos as well as new ideas are needed to enhance and maximize our electronic exposure. Geoff Stafford and I will be working together to re-engage people who showed previous interest as volunteers as well as new volunteer prospects, with emphasis on specific skill sets useful to WINGS. Blake and Dominic are our best allies with tech and the internet and the possibilities they might bring to the horizon. As for our contacts list, I will post on the WINGS and AA Flight Service Facebook pages in an attempt to recapture people who may have changed email addresses and would like to re-subscribe. And lastly, the Executive Committee and Term Directors are key in tagging caseworkers to share testimonials (whether freely given or anonymous) to promote what WINGS/FADR does best, and that is giving financial assistance to our colleagues in need. I ask each of you to reach out and find an individual who is willing to share their story or even just a few words of how Wings Foundation has helped them through a difficult time. After all, this is the Heart of WINGS, and I look forward to reporting great progress in next year’s report!

**2017 Kiwi Liaison Report – Sam Gooch**

The Kiwi National Numbers – Membership

1199 Total

124 New in 2017

23 Lifetime Member

85 Line Flight Attendants

28 Deceased in 2017

MAL 129

Since May 2016 to Current (This is Convention to Convention)

Kiwi’s have donated $80,235.87

Kiwi Lifetime Running total is $503,646.01

I have written and mailed 1118 Thank you notes/sympathy notes/momentous birthday cards etc.

January 2018, I was a guest at the KIWI National Officers meeting. We toured the OKC Convention location and worked on projection for 2018-2020.

The Kiwi National Convention this year is in Oklahoma City, May 3-5,2018.

If you are not currently a Kiwi, please consider becoming a Kiwi. If a Kiwi Chapter is not near you, you might consider starting your own Kiwi Chapter. NJ had no Kiwi Chapter. In September 2013, myself and 3 VEOP Flight Attendants that did not want the bonds of friendship to disappear, decided to start our own Kiwi Chapter. Club EWR Kiwi has a robust membership of 65 Retired and Line Flight Attendants. We are the Kiwi Chapter with the most Line Flight Attendants currently. We are the Kiwi Chapter with the most Male Members. We enjoy our luncheons. We have raffles and fundraise. We donate our time and monies to locals in need. Soup kitchens, sleeping on the street for run-away- youth, the VA retirement home, Rescue Pets and the SPCA. Our main charity is WINGS.

**Growth and Development – Geoff Stafford**

**Flight Attendant Disaster Relief – Krichelle Zuniga**

Flight Attendant Disaster Relief provides immediate assistance, short term relief for American Airlines Flight Attendants whose primary residence is damaged or destroyed by a catastrophic event or natural disaster. This program may provide for the purchases of such amenities as food, water and temporary shelter. Funds are primarily raised through on-board can recycling.

2017 Payout and information

\* 7 Misc. Cases, Amount of assistance $14,500.00  
  
Hurricane Harvey- August  
Misc. cases-7- total, Amount of assistance $14,500  
Hurricane Harvey, 13 cases, Amount of assistance $21,750  
Hurricane Harvey came ashore in August 2017  
\* The 2nd costliest hurricane to hit the U.S.  
\* $125 billion dollar estimated total cost so far  
\* 300 structures and 500,00 vehicles damaged or destroyed  
\*48,700 homes affected  
 Hurricane Harvey August 29, 2017  
\* 2 flood control reservoirs breached- water levels in Houston

Hurricane Irma- August  
15 cases, Amount of assistance was $23,250  
September 10, 2017 Hurricane Irma  
\*Landfall on Cudjoe Key at a category 4  
\*Category 1, it headed to Tampa where it caused major flooding and no power.  
\*Miami Dad had life threatening conditions, 3 cranes crashed and significant flooding.  
\*78 deaths in Florida and 14 in the Keys.

Hurricane Maria- August/ September  
31 Cases, Amount of Assistance $62,500  
\*Made landfall as a category 4, 155 mph winds on Puerto Rico  
\*It created a Humanitarian crisis that is still prevalent today  
\*250,000 homes damaged, 70,000 homes destroyed  
\*50% of homes in Puerto Rico have been built with no permits, the numbers continue to  
 change and increase.  
\* Today there are still 400,000 residents with no power.

Wine Country Fires-October 8-9 2017  
5 cases, Amount of assistance was $11,750.00,  
\* Winds 70-80 mph  
\*Burned 1 acre per minute  
\*Traveled 12 miles in 4 hours

**Vice President’s Report – Deb Roland**

The WINGS Foundation Vice President Job Responsibilities include overseeing the financial grant cases, updating the case work manual, overseeing the training for case workers and updating the database of all WINGS recipients.

In 2017 WINGS Foundation assisted approximately 154 Flight Attendants with financial grants for illness, disability or injury. (Does not include FADR).

There were three (3) WINGS Case Workshops in 2017 with over 21 attendees. For some, it was their first introduction to case work, for others a refresher. There are currently 39 trained case workers, 8 LUS and 31 LAA.

Following the WINGS Annual Board of Directors Meeting Feb 2017, there were two significant changes for case work:

1). Per WINGS BOD resolution 2017, a cap on the monthly financial grants was implemented at $1,500.00 + medical insurance co payments. There were no changes to the yearly or lifetime caps.

2). The deletion of local treasurers and the new job responsibility of the Vice President to issue all WINGS Grants, both financial and FADR resulted in a creation of WINGS Foundation Check Request and Summary Form. (Does not include FADR).

All check requests and confirmations are saved in MS 365 and in printed format. The paper files will be the case workers, the amount of financial grants and any notations that were important. The database is updated for the years 2017-Feb 2018. Recently, the database from 2005-2009 was forwarded and will need to be merged with the current database.

1). There are currently 1247 WINGS recipients in the database.

2). 12 WINGS recipients have reached their maximum $36,000 life time limit

3). 11 WINGS recipients are very close to reaching their maximum $36,000 life time limit

4). 4 WINGS recipients are on the Cease and Desist No Longer will received WINGS Assistance.

The WINGS Database will only be viewed by the WINGS President, WINGS Vice President and WINGS FADR. WINGS Caseworkers may contact the WINGS Vice President for information regarding past financial assistance on a current case.

Flight Attendants requesting more information regarding WINGS Financial assistance often call into WINGS Phone Service. Those calls were either answered by the WINGS Secretary, the WINGS Vice President, Lo Cruzan, WINGS Case Worker or directly to the base Term Directors.

Respectfully submitted by Debbie M Roland, WINGS Vice President 2017-2018

transferred to the next WINGS Vice President.

The WINGS Foundation Database was created in 2005 to record the WINGS recipients, the reason for the assistance, t

**Lunch**

**WINGS Agenda/Motion Items/Proposals/Resolutions**

A picture containing clipart

Description generated with high confidence

WINGS Agenda/Motion Item

Submitted By: Stephanie Oxford

Question: Can the Wings Foundation Inc. consider an incentive/give-away logo item for May 2018 Awareness Day/Payroll Drive and for Giving Tuesday?

Background: The Wings Foundation has been given permission to be in Crew Rooms twice in 2018. We have chosen the last week in May to coincide with Flight Attendant Appreciation Week and Giving Tuesday. All bases will be participating, and these days are considered fundraising events. In the past the Wings Foundation awareness items have included lapel pins. Both the 25- year pin and the plain red heart pin that was used for LUS blitzes.

Proposal to consider a Wings logo item for awareness/incentive purposes for May 2018 Awareness/Payroll Drive and Giving Tuesday. (An example of an item may be a canvas tote bag). Ideas will be brought forth at the Board of Directors meeting and narrowed down to three items. A minimum of 3 vendors per item will be researched. The monies for this project would be funded by corporate sponsors rather than Flight Attendant payroll.

Proposed Motion by Penny Mather. I Proposal to consider a Wings logo item for awareness/incentive purposes for May 2018 Awareness/Payroll Drive and Giving Tuesday.  
2nd by Roxanna Kelley.  
19 yes, 1 not voting

WINGS AGENDA/MOTION-Kiwi Gift

Submitted By: Stephanie Oxford

Question: Can the Wings Foundation Inc. create a gift for the Kiwi Club’s national meeting every other year?

Background: The Kiwi Club has a national meeting every other year and this meeting is attended by the Wings Kiwi Advisory Director and the Wings Officer Directors. The group representing the Wings Foundation Inc. brings a gift to the meeting to thank this very generous group for their love and support shown throughout the year. In the past the gift has been something from the inventory of logo items. As logo items deplete there is a need to consider a new item for gifting the Kiwi Club.

Kazumi Chapa- I propose to consider a gift item for the Kiwi Club while attending their national meeting every other year beginning in the year 2020. Spending limit to be set by voting members. The monies for this project would be funded by corporate sponsors rather than flight attendant payroll.  
Juliana 2nd the motion  
19 yes, 1 not voting

WINGS Agenda/Motion Item  
Submitted By:Patti Baskin Palmer & Kazumi Chapa  
Question:Propose that 2019 and forward, Wings Foundation has one volunteer award named after all 3 founders of WINGS: Marie Lockbaum, Patti Baskin Palmer and Ada Asher.  
Background:Currently, Wings Foundation has two volunteer awards:  
Patti Baskin Palmer and Marie Lockbaum Legacy Award. The criteria are different but similar enough that this causes confusion among our volunteers and most importantly our Board of Directors (voting body).  
We would also like to honor Ada Asher as well as Patti and Marie with this prestigious volunteer award.

Paul- I propose beginning in 2019 and forward, we have one award in respect to our founders, Marie Lockbaum, Ada Asher and Patti Baskin Palmer. This award is to be called the “Wings Foundation Founders Award.”

2nd by Roxanna Kelley  
19 voting yes, 1 not voting

Wings Agenda/Motion Item:MICHELLE SOTO & AARON AZEVEDO, LAX TERM DIRECTORS

 IF A CHANGE/ACTION NEEDS TO BE MADE AT THE LOCAL LEVEL OF THE WINGS ORGANIZATION, THAT CHANGE CANNOT BE MADE WITHOUT FIRST ADDRESSING THE LOCAL TERM DIRECTORS AND THE EXECUTIVE COMMITTEE INITIALLY.  CHANGES CANNOT BE MADE WITHOUT ALL PARTIES IN CONSENT.

Background:LAX WINGS VOLUNTEERS HAVE NUTURED AND DEVELOPED A VERY PERSONAL RELATIONSHIP WITH OUR LOCAL KIWI ORGANIZATIONS.  TENS OF THOUSANDS OF DOLLARS HAVE BEEN DONATED TO THE WINGS ORGANIZATION OVER THE YEARS BY LAX KIWIS.  WE HAVE ATTENDED AS MANY EVENTS AS POSSIBLE AND PERSONALLY THANKED EVERY PERSON WE HAVE KNOWN TO DONATE.  IN 2017, UNBEKNOWNST TO ANY OF US IN LAX, A NEW POLICY WAS INSTITUTED TO HAVE ALL KIWI DONATIONS BE MAILED TO THE KIWI LIAISON. THE LAX WINGS VOLUNTEERS WERE UNAWARE OF ABOUT 35 DONATIONS TOTALING OVER $15,000 AND HAPPENED UPON THIS CHANGE BY ACCIDENT.

IT WAS ADDRESSED BUT THE WINGS LAX COMMITTEE REMAINS UNSATISFIED THAT THEY WERE NOT MADE AWARE OF THE REDIRECTING OF LOCAL DONATIONS, NOT INFORMED OF A NEW POLICY INSTITUTED BY THE KIWI LIASON, NOT MADE PART OF THE PROCESS AND NOT MADE AWARE OF WHO MADE THE LOCAL DONATIONS IN 2017.

OUR BENEFACTORS DONATE BECAUSE OF OUR PERSONAL RELATIONSHIP WITH THEM AND THE CARE AND ATTENTION THAT IS GIVEN IN REGARD TO OUR GRATITUDE AND APPRECIATION.  THIS ACTION HAS UPSET THOSE THAT HAVE SPENT YEARS CREATING THIS ATMOSPHERE OF GIVING IN LOS ANGELES AND WANT POLICY TO BE CREATED THAT DOESN’T ALLOW FOR ANY VOLUNTEER/PERSON OF THE WINGS ORGANIZATION TO MAKE ANY CHANGES AT THE LOCAL LEVEL WITHOUT FIRST CONSULTING THE WINGS EXECUTIVE COMMITTEE AND THE LOCAL TERM DIRECTORS.

Michelle Soto – I propose IF A CHANGE/ACTION NEEDS TO BE MADE AT THE LOCAL LEVEL OF THE WINGS ORGANIZATION, THAT CHANGE CANNOT BE MADE WITHOUT FIRST ADDRESSING THE LOCAL TERM DIRECTORS AND THE EXECUTIVE COMMITTEE INITIALLY.  CHANGES CANNOT BE MADE WITHOUT ALL PARTIES IN CONSENT.

2nd Aaron Azevedo  
19 voting yes, 1 not voting

**Breakout Sessions for Office 365 Training and Casework**

**Led by Dominic Anaya, Deb Roland and guest John Tuttle**

**February 23, 2018**

**Discussion of “Parking Lot Issues**”

**Group Pictures**

**Luncheon with Guests and Award Presentations:**

Patti Baskin Palmer Award- Krichelle Zuniga

Marie Lockbaum Award- Brenda Jacobson

Meeting Adjourned 1:30 pm