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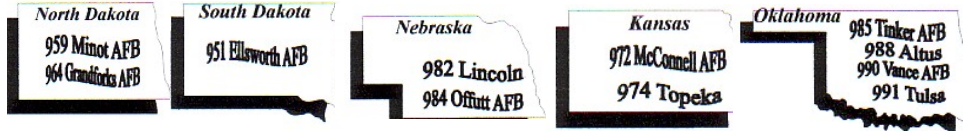
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AFSA Division 9 Newsletter
“The Plainsmen”
From the Peace Garden to the Red River
May 2008



President’s Remarks: Greetings and fantastic days to Division 9 Members!! We had a GREAT annual division conference/convention combined with Division 8 again. Chapter 972, McConnell AFB, Wichita, Kansas were outstanding hosts; and we appreciate and salute all their planning and hard work. We elected, and I appointed, division officers as you can see down the left hand side of this page. Most served last year and we appreciate their continued dedication. We also welcome the new officers to the Division 9 Team.

We were thrilled to have the AFSA Auxiliary International President Carol Ruholl with us again, as well as several other past Auxiliary Intl. Presidents. Carol delivered the International address on auxiliary affairs, and I the International address on AFSA affairs. We stressed the importance of good management principles, membership, accurate and timely submission of reports, and supporting AFSA sponsors. We had international and division membership and legislative reports. We conducted workshops again this year on membership/recruiting/retention and chapter officer training. The chapter officer training included governing publications, effective business plans, techniques for gathering and recording data for use in awards packages, briefings, reports preparation/submission with accompanying due dates, e-mail file names, IRS applications and record keeping. All but one Division 9 chapter was represented at the convention.

The Division 8 & 9 membership discussed that an AFSA reorganization has surfaced again. The general consensus is we must streamline our organization for continued efficient and effective operation in spite of the rising cost of goods and services with the same or reduced income. The most viable method is to combine divisions, which will reduce management positions; thus decrease the cost of funding by almost half of our current composition for meetings, conferences, etc. Several options have already been configured trying to capture the most feasible means to structure this and retain manageable territories, division/chapter identities, etc. Some are not as sensitive at retaining the historical integrity of the division/chapter identities as others.

The discussion also focused on our two divisions controlling its own destiny by taking the initiative and merging. It was brought out that: (1) we already have a family relationship by doing combined division conventions, (2) our two divisions adjoin one another, (3) the distance from the outer tip of one to the other is probably not different than when Divisions 6 & 10 did this successfully

a few years ago, and (4) we could attempt to centralize division conventions to give all members access.

The Division 9 delegates at the convention voted to merge if Division 8 was agreeable. Division 8 preferred to delay their final vote until they could check with members of the 4 chapters that were not in attendance. AFSA Headquarters is receptive to us pursuing a merger.

Awards

Congratulations again to this year's Division 9 award winners (for year ending 2007). I want to thank the selection board comprised of CMSgt (Ret) Steve Francis from Altus, CMSgt (Ret) James Galambos from Tinker, and CMSgt (Ret) Dick Russell from Wichita for their contributions. I'll recap the winners for you:

Winners

Member of the Year – MSgt Bryan Thompson, Chap. 985/Tinker AFB, OK
 NCO of the Year – SSgt Robert Huston, Chap. 964/Grand Forks AFB, ND
 First Term Amn of the Year – A1C Amanda Mooney, 984/Offutt AFB, NE
 Chapter of the Year (Over 500 Members) – 985/Tinker AFB, OK
 Chapter of the Year (Under 500) – 959/Minot AFB, ND
 Newsletter of the Year (Over 500)– 988/Altus AFB, OK
 Auxiliary Newsletter of the Year (Under 125, A988/Altus AFB, OK
 AFSA Community Service Award – 985/Tinker AFB, OK
 Web Site of the Year – 985/Tinker AFB, OK
 Individual Legislative of the Yr – SMSgt Michael Devenitch, 985/Tinker AFB
 Chapter Legislative of the Yr – 985/Tinker AFB, OK
 Volunteer Service Person Award–MSgt Matthew Schildgen, 959/Minot AFB

Runner-Ups

Member of the Year – TSgt Johnny Hamm, Chap. 988, Altus AFB, OK
 Chapter of the Yr (Over 500), 988, Altus AFB, OK
 AFSA Community Service Award, 959, Minot AFB, ND
 Web Site of the Year, 984, Offutt, AFB, NE
 Volunteer Service Person–MSgt (Ret) Billy D. Williams, 984/Offutt AFB, NE

(NOTE: All these awards will advance to compete at the AFSA International Convention in San Antonio, Texas, August 24-27, 2008, except the runner-ups. Division 9 is represented well, and we hope to continue our winning tradition.)

Division 9 Recruiting Awards

Top Recruiter of the Year – CMSgt (Ret) Michael Parente, 984/Offutt AFB, NE

Top Retainer of the Year – SMSgt (Ret) Jon Bennett, 985/Tinker AFB, OK

Top Recruiting Chap. of the Year, 985/Tinker AFB, OK

Top Aux. Recruiting Chap. of Yr, A959/Minot AFB, ND

Top Retaining Chap. of the Year, 959/Minot AFB, ND

Top Aux. Retaining Chap. of Yr, A988, Altus AFB, OK

We also congratulate and salute the hard work of our Recruiters & Retainers in 2007. The following will be recognized in this activity at the International Convention/PAC at San Antonio in August 2008. Division 9 SkyHIGH and HighFLIER Club qualifiers in 2007:

SKYHIGHERS – Michael Parente (213), Terry Turner (117), Jonathan Bennett (114), Kristi Binard (111), Sandra Scott (105), Johnny Hamm (105), Bryan Thompson (105), Joseph LuJan (104), and Steve Francis (103)

HIGHFLIERS – Jonathan Bennett (107) and Gregory Gallup (101).

CONGRATULATIONS to these hard working performers! If you endeavor to be counted in as one of the above achievers, but don't know how to get started – ask one of them, or call me.

Before I leave this subject, I thank not only the SkyHIGHER and HighFLIER recruiters, but all of you that recruited and/or retained at least one new member during the year. Because of you, Division 9 continues to be a leader in AFSA. We were 2nd in total SkyHIGHERs, and 2nd in combined total recruiting/retention with a 10% share of total recruiting and a 12% share of total retentions throughout AFSA.

Chapters 982/A982 – Lincoln, NE

Chapter 982 had to deactivate in January 2008 because of an aging membership and no interest from the near ANG base. We appreciate their many years of dedicated service. We were able to get an exception for the Auxiliary Chapter A982 to remain active even without a parent chapter. Their President is Rebecca Bowman, e-mail: wb52207@windstream.net. We wish them continued success.

Military Records

I was asked at the convention how one could go about obtaining a copy of their military records. The link is:

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<http://www.archives.gov/veterans/evetrecs/>

AFSA Membership Profile

Please go to www.hqafsa.org and check "My Profile" to make sure your personal data is up-to-date to include an email address. Eventually important AFSA Updates will be distributed via e-mail.

ZIP Code Issues

We have a sprinkling of members still assigned to inactive chapters throughout Division 9. I'll be working Zip Codes in the near future to get these members assigned to an active chapter; For example, All of Nebraska will be assigned to Chapter 984, Offutt AFB. This will be similar in some of the other states. States with more than one active chapter will require more attention. Oklahoma, for instance, has 4 active chapters; and we have to be more concerned with getting the members to the closest chapter.

Scholarship Winners

Division 9 provides 2 \$500.00 scholarships a year. We had good participation in our scholarship program this year: 4 applications sponsored by members from Chapter 988, Altus AFB, OK; 3 from Chapter 959, Minot AFB, ND; 2 from Chapter 972, McConnell AFB, KS; and 1 from Chapter 985, Tinker AFB, OK.

The winners were: (1) Melissa Laub from Altus, OK majoring in Mathematics & English at Washington University in St. Louis and (2) Alyssa Emerson from Minot, ND majoring in Pharmacy at North Dakota State in Fargo, ND. Congratulations Ms. Laub and Emerson.

Scholarship Donors

A lot of you know in past years we mailed out tickets every two years, selling them for \$1.00 each or 6 for \$5.00 to fund our scholarship program. Drawings were held so that a number of ticket purchasers also shared in the revenue from these sales. This method was profitable when printing, assembling and mailing was done manually. We had to automate this venture, and could not even recoup the expenses. Since then we solicit donations at our annual conference/convention, which enables us to continue this program. We really appreciate those willing to donate to such a worthy cause. The donors/pledges this year were:

Chapters 951, 959, 964, 972, 984, 985 and 988. Steve Francis, Shelia Russell, Dick Russell, Aulden Stewart, Don Sullivan, Dale Lutzen, Jon Bennett, Carol Ruholl, Jim Savage, Frank Siak, Kerry Wright, and Jeremy Runyon.

2009 Division 8 & 9 Combined Convention Site

Division 8 has agreed to host the 2009 combined conference/convention. The tentative site will be in the vicinity of Scott AFB, Illinois. Dates have not been established yet, but will continue to be in the April or May timeframe.

2008 PAC/International Convention

Get ready for the 45th Annual Air Force Sergeants Association's Professional Airmen's Conference and International Convention, Saturday, August 23 through Wednesday, August 27, 2008 at the Grand Hyatt San Antonio, San Antonio, Texas. You can register on the AFSA web site (opening page), or call AFSA at 1-800-638-0594. Hotel rooms at these events are always in demand and limited. Recommend you reserve your room early. You can always cancel if you have to.

Ads in the magazine must be submitted no later than June 1, 2008 due to printer deadlines. Don't miss this opportunity to show your Chapter pride! Ad/art resolution must be at least 300 dpi.

Legislative

The AFSA Legislative Program Objective, as published in its brochure, is worth another look: ~To provide a "professional, honest, collective voice" for all total Air Force (Air Force Active Duty (AFAD), Air National Guard (ANG), Air Force Reserve Command (AFRC) enlisted personnel in active, retired, or veteran status, and their families by educating elected leaders and staffs, Department of Defense (DOD) and Department of Veterans Affairs (VA) leaders and staffs, and the general public regarding plans, programs, legislative initiatives, and personal sacrifices in efforts to improve Air Force enlisted members quality-of-life benefits and programs.~ What are we doing to help fulfill this objective that is aimed at making our lives better? Please review the AFSA Legislative Platform and make your congressional leaders aware of your desires on the issues that press your "hot button!"

Reports

Its reports time again, 4th Quarter FY2008 and annual reports – due May 15, 2008. We passed a new Division Standing Rule this year to help you on these reports. It's attached to help you know what's expected without having to do a lot of research. It's important to report accurately and timely. Don't forget to also send in an updated Directory of Officers after May 1, 2008, even if you sent this report in April 2008 and nothings changed.

DIVISION 9 STANDING RULE 2008-3

April 25, 2008

REPORTS

1. **Purpose:** To provide Division 9 Chapter Presidents/Officers guidance to help them submit AFSA quarterly and annual reports a timely manner without extensive research of issued directives.

2. **Authority:** AFSAM 100-2, Principle 15, Section 2b. This rule was approved by the Division 9 membership attending the Division 9 Convention held on April 24-26, 2008 and provides guidelines concerning the submission of reports by Division 9.

3. **Procedures:**

a. **AFSA Fiscal Year.** Most know, but some may not – The AFSA fiscal year is May 1st through April 30th each year. For example: AFSA FY2009 will begin May 1, 2008. The AFSA fiscal year is divided into 4 quarters as follows:

AFSA FY1Q09 – 1 May-31 July 08
AFSA FY2Q09 – 1 Aug-31 Oct 08

AFSA FY3Q09 – 1 Nov 08-31 Jan 09
AFSA FY4Q09 – 1 Feb-30 Apr 09

b. **Who to send the reports to?** *All Division 9 chapter reports, quarterly and annual, will be sent to the Division 9 President.* This requirement started in 2007; in the past reports have gone directly to AFSA with a copy to the Division President.

c. **When must they be sent?**

(1) Quarterly reports (Combined Activities/Americanism and Financial). AFSAM 100-2 Updated September 2007, page 66, still states they are due by the 15th day following the end of each quarter. Also not changed is the additional 30 days (for a total of 45 days) provided to get these reports in. Rebates are dependent upon timely submission. It is hoped that chapters can have these reports submitted by the 15th due date without regard for ANY additional days, but we know circumstances sometimes prevent this. Regardless, the assignment of a more proactive role to division presidents in the reports preparation/submission process necessitates establishment of an earlier suspense to accomplish this management function.

(a) ***Therefore, in Division 9 chapters will only have an additional 20 days and not 30 for a total of (35 days).*** These extra 10 days, if necessary, will afford the division president time to monitor your progress and help you be timely, thus helping you qualify for your much earned/needed rebate.

(b) The quarterly Financial Report is set-up for and must be prepared on the same form for all 4 quarters. When the next quarter ends, just add that data to the preceding quarters and change the file name to reflect the current quarter you are completing so AFSA can find it by doing a search. The file name should show the chapters name, the report and the quarter; ***for example: 985 Qtrly AA FY1Q09 or 985 Qtrly Financial FY1Q09.***

(2) Annual reports. There are no additional days built in for these reports. There is also no reason you have to wait until the last minute to prepare them. Forms can be downloaded from www.afsahq.org. ***Don't forget, all these reports now go to the Division President, not direct to AFSA.***

(a) Audit. AFSAM 100-2, Updated September 2007, page 66, states the annual audit is ***due not later than June 15th***. The audit form has conflicting information stating May 15th. June 15th is the correct day; however,

look for a change out of AFSA on this. The date needs to be NLT June 1st to permit AFSA time to get chapter/division audits to Headquarters' Auditors. **Tip: Pay attention to the form. Even though the electronic version is prepared on a computer, it must be printed out, signed and mailed – not e-mail to the Division President.** The form recommends you print out 2 original copies, one for file and one for AFSA. Please prepare 3 copies and forward 2 to the division president, so he/she will have a file copy also.

(b) Budget. The annual budget is **due NLT than May 15th each year**; same reference as the audit above. **Tip: You can start preparing this report in December or January, don't wait until April. How do you start the New Year without knowing where you stand on your finances?** You don't have to wait for the elections/new regime "because it's their money you're proposing usage of," you're the one with the experience of the past year. Do the initial preparation and let them make any necessary changes.

(c) Directory of Officers. A Directory of Officers must be submitted NLT May 15th of each calendar year, and within 15 days of any changes. Most chapters have elections and installation of officers in the first few months of the calendar year. A report of course is required with 15 days of the new officers taking office. **Regardless, if there are no changes, a Directory of Officers has to be submitted at the beginning of every fiscal year and NLT May 15th.** Reference AFSAM 100-4 (1), pages 1 & 2, updated January 2008.

4. Alert: Your attention is directed to AFSAM 100-4 (1), page 2, updated January 2008. The importance of filing all reports timely is critical and the reasons are given in this manual. **Division/chapters failing to submit a quarterly report within established timeframes will be considered INACTIVE.** As briefed at convention, if you're unsure of something, don't sit back and do nothing - ASK??

//Signed//

Dale C. Lutzen
Division 9 President

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Auxiliary Presidents
Director, Member and Field Relations