

**MINUTES OF THE BOARD MEETING OF THE CITADEL FAMILY ASSOCIATION HELD ON SEPTEMBER 24, 2007 AT BOND HALL CONFERENCE ROOM, THE CITADEL, 171 MOULTRIE STREET, CHARLESTON, SC., AT 10:00 A.M.**

**PRESENT:** Mark & Kaye Youngren, Chair  
Lou Ann Coleman, Secretary  
David White, Newsletter Chair  
Kim Creech, Volunteer Coordinator  
Maj. Jeff Price, CFA Liaison

**I. CALL TO ORDER**

Chair Kaye Youngren the meeting to order at 10:05 A.M.

**II. APPROVAL OF MINUTES**

Lou Ann Coleman submitted the minutes of the May 2, 2007 and August 10, 2007 Board meetings.

Maj. Price suggested that the penultimate sentence, of the last paragraph, of the August 10, 2007 minutes be corrected to read as follows:

"This class will be the largest entered since the Class of '80."

**AGREED**

Mark Youngren made a motion to accept the May 2, 2007 minutes, motion was seconded and approved.

Mark Youngren made a motion to accept the August 10, 2007 minutes, with corrections, motion was seconded and approved.

**III. APPOINTMENT OF SECRETARY TO THE BOARD**

Kaye Youngren explained that the position of Secretary to the Board was vacant due to the resignation of Doug and Maureen Jessup.

**AGREED**

A motion was made by Lou Ann Coleman to appoint Andy and Kim Creech to fill the unexpired position of the Jessups. Motion was seconded by Mark Youngren. Motion carried. Andy and Kim will serve in the capacity of Secretary until the annual meeting.

#### **IV. PARENT'S WEEKEND SCHEDULE**

The Board reviewed the schedule for Parent's Weekend and discussed the set up requirement for merchandise sales.

Maj. Price confirmed that an order had been placed for additional shirts and they are expected to be received prior to Parent's Weekend.

#### **AGREED**

Kim Creech will be responsible for scheduling volunteers for merchandise sales on Friday afternoon and Saturday morning. Mark and Kaye will coordinate the transfer of the merchandise to Mark Clark Hall.

Mark and Kaye will be responsible for coordinating the sale of bottled water on parade deck on Saturday.

Signs will be posted at the merchandise table asking for volunteers for the position of Company Representatives for Lima and Oscar. Sign up forms for all positions will be available at the merchandise table.

#### **V. ANNUAL MEETING**

The Board discussed the date of the Annual Meeting.

#### **AGREED**

In accordance with the CFA Bylaws, the Annual Meeting will be held during Corps Day Weekend.

#### **VI. VOLUNTEER COORDINATORS**

The Board discussed the appointment of a Volunteer Coordinator to fill the position being vacated by Andy and Kim Creech. The name of Mark and Kathy Jagger was proposed as a potential candidate for this position.

#### **AGREED**

Kaye Youngren will contact the Jagers to determine their interest in undertaking the position of Volunteer Coordinator. In the meanwhile, Andy and Kim Creech will continue in this position.

#### **VII. AREA REPRESENTATIVES**

The Board discussed an Area Representative program. Mark Youngren explained that a contact had been made by the Citadel Alumni Association, Bellingham, Washington, regarding the requirement that each Alumni Association have a CFA Representative as a point of contact in order for the Alumni Association to be considered a "Gold" Association. Major Price further explained this requirement.

Major Price indicated that he had received an expression of interest from the Greensboro, NC (Greensboro/Triad area) for a similar contact. Major Price suggested that perhaps this local group could be the first to be contacted and that this could be used as a prototype for future groups.

**AGREED**

The CFA Board will follow through with the Area Representative program.

**VIII. BATTALION REPRESENTATIVES**

Lou Ann Coleman had suggested expanding the appointed representatives to add Battalion Representatives. This would serve three purposes, (i) to include additional volunteers, and (ii) to spread the responsibility for recruiting Company Representatives, (iii) to assist the Volunteer Coordinators with communication and coordinating coverage of volunteer activities. The Battalion Representatives will work under the direction of the Volunteer Coordinators.

**AGREED**

A motion was made by Mark Youngren, seconded by Lou Ann Coleman, to add Battalion Representatives the next academic year. Motion carried.

**IX. CFA LIAISON**

Maj. Jeff Price announced that he was leaving the Admissions Department to accept the position of Executive Assistant to General Rosa effective October 1, 2007. Major Price stated that although he would not be the direct liaison that he would still be available for questions and to assist with the transition to a new CFA liaison.

Major Price recommended that Capt. Shamus Gillen, Admissions & Recruitment, would be a good fit for the CFA liaison position. Shamus is currently working with the Citadel Volunteers.

**AGREED**

The Board thanked Major Price for his leadership and support. The Board congratulated Major Price on his promotion and stated that he would be sorely missed by the Board.

**ADJOURNMENT**

The meeting was adjourned at 10:55 A.M.