



March 9, 2023

MINUTES OF THE COAST GUARD MUTUAL ASSISTANCE QUARTERLY MEETING
CONVENED MARCH 1, 2023, AT COAST GUARD HEADQUARTERS, WASHINGTON, DC

Board of Directors

ADM Linda L. Fagan
Chairman

RADM Brian K. Penoyer
President

CWO John C. Baker (Ret)
Retired Military Member
Vice President

AUX Michael Philipps
Auxiliaryist
Treasurer

RADM (Ret) Cari B. Thomas
Secretary

MCPOCG Heath B. Jones
Master Chief Petty Officer of
the Coast Guard

CMC Charlie F. Salls
MCPOCG Alternate

CAPT Eva Van Camp
Commissioned Officer

LCDR John Andrew Minniti
Commissioned Officer

LT Emily Trudeau
Commissioned Officer

CWO2 Darien Moya
Chief Warrant Officer

CMC Eric Silvoy
E-7 or Above

PO1 Benjamin Lind
Enlisted Member

PO1 Pedro GonzalezSoto
Enlisted Member

SCPO Lazaro Lopez
E7 or Above Alternate

PO1 Andrew Stoddard
Enlisted Alternate

Mr. Christopher Mack
Civilian

LT Patrick Pennella
Reserve Member

Mrs. Margaret Parker
Commissioned Officer
Spouse

Mrs. Amanda Morales
Enlisted Person Spouse

LCDR Shannon P. Reck
Medical/TRICARE Specialist

Mr. Kenneth Weber
Work-Life Specialist

MEMBERS PRESENT:

Officers of the Corporation:

RADM Brian Penoyer, President
CWO (Ret) John Baker, Vice President
AUX Michael Philipps, Treasurer

Members of the Board of Directors:

Mrs. Amanda Morales
Mr. Christopher Mack
PO1 Pedro Gonzalez Soto
SCPO Lazaro Lopez
LCDR Daniel Trimble

CMC Charlie Salls
PO1 Andrew Stoddard
LT Emily Trudeau
Mrs. Margaret Parker

CAPT Eva Van Camp
CWO Darien Moya
Mr. Kenneth Weber
PO1 Benjamin Lind

Additional Attendees: Mr. Sean Fennell, Mrs. Sara Martin, Mrs. Mellissa Bell, Mrs. Alena Howard

Call to Order: The Board President called the meeting to order at 1330 and Mr. Fennell conducted a roll call. A quorum was established.

Previous Minutes: The minutes of the 9 November Quarterly Board of Directors (BOD) meeting were approved by electronic vote on 14 November 2022.

Point of Order: Mr. Fennell reported for the record that on 12 January 2023 the Board took up for consideration an appeal from an Active Duty E4. Noted for the record: On 17 January 2023 the appeal to convert a \$3000 loan to a grant was denied.

Treasurer's Report: Mr. Philipps reviewed the end of 2022 financial status, our investment results and the status of the markets.

Committee Reports:

Executive Committee: The Board President:

- Thanked the Board members for their involvement in this year's election. Their work in soliciting candidates as well as their careful voting resulted in a board that reflects the high standards of integrity and success that is vital to CGMA.
- Thanked the CGMA HQ staff for hosting him at their holiday event in December. He noted the dedication and professionalism that they maintain in meeting the needs of CGMA's constituency.
- Reported that the Commandant will be attending the CGMA Annual meeting scheduled for 6 April 2023. He strongly encouraged all Board members to attend. He noted that travel costs for those not located locally is funded by CGMA.
- Remarked on the Board's handling of the appeal that was processed in January. He noted that, while not a common occurrence, their considered participation in the process is key to its success at being fair and impartial.
- Congratulated the Education Committee and Mrs. Howard for an exceptionally successful rollout of the new SEG. He noted that their efforts resulted in a record surge in the number of applications for CGMA's hallmark program. Bravo Zulu. In the shadow of this success, the President recommended that CGMA HQ consider conducting a special SEG fundraising drive.

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Nominating Committee: The Board President reported that the election had been concluded. He requested that the Board approve the results as reported by Mr. Fennell. A vote was conducted. The results were approved.

Management Committee: PO1 Lind reported on the ongoing efforts of the Management Committee to develop a new funding model for CGMA. He outlined the basic starting points and noted that they will work in collaboration with the CEO to develop a model designed to ensure financial security for CGMA operations. The Committee chair agreed to include the chair of the Finance Committee in future meetings on this matter.

Mutual Assistance Committee: Mrs. Morales reported that the Committee processed nine cases totaling \$118,000 since the last board meeting.

- Received a request from an W2 for a \$8600 loan to repair a vehicle repair. MAC voted to approve.
- Received a request from an E7 for a \$7749 loan for a vehicle repair. MAC voted to approve.
- Received a request from a retired E7 for a \$9000 grant for home modification to support functional challenges caused by cancer. MAC voted to approve.
- Received a request from a W2 for a \$8500 loan for home repair. MAC voted to approve.
- Received a request from an O2 for a \$21,771 loan and \$2500 grant. Loan was for debt consolidation and grant was for a home repair. MAC voted to approve the loan but denied the grant. A recommendation for a loan of \$21,771 was sent to the BOD for approval. The Board concurred and approved the loan of \$21,771.
- Received a request from a dual military couple (E7 and E6) for a \$35,000 loan for home repair. A recommendation for a loan of \$35,000 was sent to the BOD for approval. The Board concurred and approved a loan of \$30,000 and a grant of \$5,000.
- Received a request from a retired E6 for a \$9225 loan for a vehicle repair. MAC voted to approve.
- Received a request from a retired E4 for a \$7000 loan for a home loan repair. MAC voted to approve.
- Received a request from an E4 for a \$12,000 loan for debt consolidation. MAC voted to approve a loan of \$8,138.

The Board president commended the committee for its extraordinary efforts and noted that this was a record-breaking quarter for case management by the Committee.

Mrs. Morales made a motion to increase the approval limits for the CEO in specific categories. Mr. Baker seconded the motion. A vote was conducted. The increases in approval limit for the CEO were approved as outlined in enclosure (1).

Audit Committee: Mrs. Bell reported that the audit is nearly concluded and the expect to publish the final results within the next few weeks. She noted that the final letter from the auditors is still pending but expected in the next few weeks. No problems are anticipated.

Education Committee: Mr. Mack expressed his appreciation to the Development Team for their work on the role out of the new SEG improvements. He reported that the Committee will continue to examine other ways to improve the Education Programs, especially the loan program.

Finance Committee: SCPO Lopez (Board President interrupted to congratulate SCPO Lopez on his recent advancement) reported on the latest Bank of America forecasts. He expressed the Committee's belief that CGMA's investments are on the best available course for this time.

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Cyber/IT Committee: LCDR Trimble addressed the ongoing efforts of the Committee in ensuring security on our operations. He noted that the upgrade to a new website has been delayed, possibly until July. This is due to the decision to switch vendors due to non-performance. Additionally, the switch to online applications will also be delayed.

Development Report: Mrs. Howard provided the Board with a presentation on Planned Giving. She noted that the largest wealth transfer in history is expected to occur within the next 30 years. She further noted that Planned Giving fits right in with the values of the CGMA donor base, and therefore it is worth the effort to educate our donor base about this method of philanthropy. She then turned over the floor to a guest speaker from Bank of America, Ms. Nicole Ball, who provided additional information.

The President strongly urged all Board members to be actively involved in the CGMA Annual Fundraising Campaign and to consider if Planned Giving is something appropriate for them.

Operations Report: Mr. Fennell reported on Operations for the past quarter. He noted that the drop between the previous quarter and the current one was expected. It was attributed to the lack of personnel relocations (minimal PCS activity). However, there was a slight uptick in cold weather-related activity (home repair loans). He reported that to date in 2023 the SEG program has disbursed over \$1 million in grants.

CGMAHQ Update: Mr. Fennell:

- Reported that Board member LCDR Paul Reck has assisted CGMA HQ with some recent cases regarding medical billing. Noting that these cases can be complicated, he thanked him for his insights and assistance with ensuring the best possible support for our clients.
- Welcomed Mrs. Mellissa Bell aboard as the new Controller for CGMA.

Old Business: None.

New Business: None.

MCPOCG Remarks: CMC Salls noted the continued excellence of CGMA and its remarkable stature out in the field. He echoed remarks by the President on the importance of the Polaris Council, which consists of persons who have included CGMA in their planned giving. He indicated that the MCPOCG office will explore ways to more actively engage senior Coast Guard leadership in this process.

Good of the Order: Mr. Fennell:


- Reported on a \$40,000 donation from an active duty E-9, USCG.
- Noted that the Indoc training for new Board members will take place on the afternoon of 16 May. He invited the Board members to plan on joining them for a light reception in the early evening.

Next Regular Meeting: Next meeting is scheduled for Wednesday, 17 May 2023 at 1330.

Adjournment: There being no objections raised, RADM Penoyer adjourned the meeting at 1435.

Submitted:


Sean R. Fennell
Chief Operating Officer


Cari B. Thomas
Secretary

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Approver	Program	Limit	Note
Unit Representative and Assistant Representative	Loans	\$3000	For loans in compliance with standing programs only.
	SEG	\$1000	
	Child Care Reimbursement	\$450	Limited to preapproved programs: PCS Related; Attendance at Financial Training
	All other Grants	\$0.00	No authority to approve grants.
CEO – Calendar Year Limits <i>(Loan limits are aggregate of outstanding balances and new requests.)</i>	Disaster Loans	\$7,500	
	Housing Related Loans	\$9000	Closing Costs, Deposits, Etc
	Home Repair Loans	\$10,000	Emergent repairs sustained by written estimates.
	All Other Loans	\$7,500	
	Safe Harbor Grants	\$12,000	Within specific amounts proscribed in program (<i>food, housing, etc.</i>)
	Disaster Grants	\$12,000	As prescribed in Appendix F
	Special Needs Grant	\$3000	Every five years.
	All other Grants	\$6000	
Mutual Assistance Committee	All Loans and Grants	\$12,000	Must be approved by either unanimous consent, or unanimous less one dissent. Two or more dissents move application forward to full Board membership.
Board of Directors	All Loans and Grants	N/A	As self-determined.

ENCLOSURE (1)