



**Chapter Presidents Zoom Call**  
March 9, 2022 | 2 pm ET

**Chapters Represented** –Chattanooga, Dallas, Greater Cincinnati, Mary Ball Washington, Pensacola, Sacramento, San Diego, Tucson, Utah, and Valley Forge

**Special Guest** – Steve Cotton, National Board Member

**Welcome**

Carolyn welcomed everyone on the meeting and commented that it was great to see so many attendees and so many new faces. Each attendee introduced themselves and the chapter they were representing.

**Freedoms Foundation at Valley Forge Updates from Headquarters**

Carolyn started off the meeting with good news. As of April 1<sup>st</sup>, Freedoms Foundation at Valley Forge will no longer require program participants to be vaccinated. The Foundation will also not require attendees to get tested before the program or wear masks on the campus. Masks will be optional, but please prepare attendees to have a mask available at all times. The formal COVID policy statement was sent out following the meeting and is available upon request.

Carolyn encouraged chapters that space is still available in the April programs if they wish to send more students. If your chapter was not planning on sending students due to the previous policy, please consider sending them now.

The first chapter sponsored Spirit of America took place this past weekend and was successful.

**February Board Meeting Updates**

- The board named Jason Raia Chief Operating Officer of Freedoms Foundation at Valley Forge.
- The board officially welcomed new member William (Bill) Benac. Bill was one of our Distinguished Citizen Award recipients in 2021. He will serve on the Programs Committee which helps develop and enhance our programs with the education team.
- The sewer project is still ongoing. The project is in delays over a chemical feeder and getting the necessary approvals and parts for it. The target date is now June to be connecting to the public sewer. We are going to move forward with other campus projects including a new air conditioning system in the Galleria, new light posts on the campus, and a backup generator in MacArthur. The last two projects are thanks to AMVETS Ladies Auxiliary. The Auxiliary for 2022 is working on raising funds for new windows in the MacArthur Building.
- The 2022 budget was approved.
- The finance and audit committee reported on the 2021 financials and talked about their current project to create a financial manual for chapters with the assistance of Chapter and Partners Committee chair Sandy Cook. When finalized we will have a Zoom meeting with presidents and treasurers to discuss.
- Steve Cotton, National Board Member, was on the call and talked about this project in more detail. The committee has almost completed the first draft of the

manual and will share with a select group of chapter treasurer's to review and give their input. This document is meant to aid the chapters with all financial matters and give guidance on all issues dealing with reporting and receiving funds.

### **Chapter By-Laws**

We are still waiting on some by-laws to be submitted. That is the delay in approving all those already submitted. At this time, if you submitted by-laws but have not heard otherwise, you are good to go and we will work on getting the formal approval.

### **Chapter and Partners Conference**

The Conference is scheduled for October 6-9, 2022. The cost will be \$450 per person. This is an increase over previous years. The main reason for the increase is a planned excursion to Gettysburg during the conference. Along with the excursion to Gettysburg, other highlights include: The State of the Foundation Address by CEO David Harmer, topical speakers, a living history presentation, and impactful working sessions to help chapters in their day to day operations. A registration form will be available on the website, both as a downloadable form and as an electronic form. A hard copy of the registration is attached to this email.

### **Education Updates**

**Spirit of America** - Carolyn reinforced that space is still available in the upcoming programs. A new feature created by our Director of Communications, Sarah Rasmussen, has been introduced this year which focuses on promoting the students attendance in Spirit of America. We will have pictures of each chapter group as always, plus we are also doing a follow up with students after they leave here. We will provide them templates of press releases they can send to local papers or give to their schools for promotion. Please check out our Facebook and Instagram pages to see the students in action.

**Graduate Programs** - Acceptances to the programs are being sent out. We still have space in all of our seminars, but the travelling workshop – American Revolution North is full. Please note that Maureen Troutman in the Education Office is handling the teacher registrations. If you would like a list of teachers from your area attending she can provide that information to you. She is already working with Sacramento and Dallas on those lists. Her email is [mt troutman@ffvf.org](mailto:mt troutman@ffvf.org) or you can call her at 610-933-8825 ext. 210.

### **Awards Update**

The first round of youth essays that were submitted for March 1<sup>st</sup> are currently being reviewed. Chapters and individuals will be notified as to their status in April so that chapters can plan to honor the students at their schools or other venues to help promote the chapter and the students in front of their peers and teachers.

We are happy to report that award ceremonies are once again taking place honoring both 2020 and 2021 award recipients. We had several in February and more planned for March.

Just a reminder the deadline for National Award submissions is June 1<sup>st</sup>. This is also the deadline for the second round of youth essays.

## Website

Freedoms Foundation at Valley Forge is undertaking the building of a new website. Our current website is outdated, not user friendly, and at the point of losing functionality. Director of Communications, Sarah Rasmussen, is leading the efforts with assistance from Carolyn, Sr. Director of Chapter & Partner Relations. The Foundation has hired a local firm out of Lancaster, Pennsylvania called Mile6. They have experience with non-profit organizations. Our goal is to make the website more user friendly for students, teachers, donors, chapter members, and the general public. We want to make it easy to find what you are looking for whether it's to register for a program, find your local chapter, or donate. The process is still in the early stages. We are currently working on the wireframe which is essentially the layout. The target launch date for the new website is September 1, 2022.

Items of note for the new website:

- It will be easier for people to find their local chapter. The map with the multiple clicks to get to a chapter's page will be gone.
- The chapter reference pages with important news and documents about chapters will remain just in a new and more user friendly format. You will be able to access a form to complete year-end financials on the website. You will also be able to find resources like event insurance requests, conference registration, and headquarter updates.
- Each individual chapter site will have the same layout/template look, but the information will be very unique to each chapter in content. The sites will feature – General Information (Contact, Officers, How to Join, How to Give), Events, Students, Teachers, and Awards
- If headquarters is currently updating your site, we will continue to do so, based on your instructions. If you are currently updating and managing your website you will continue to have access to manage the site and will be trained on how to use the new site.
- The website will be based on Word Press
- There will be no additional costs to chapters

Mile6 will begin working on the chapter wireframes now. When the sample is available we will share with everyone. The biggest portion of the project will be the content. Transferring and updating content will take most of the time on this project and last through the summer.

## Next Steps for Chapters

- Visit your current chapter website
- Make note of what you like and what you don't like on the site.
- Email Carolyn at [csantangelo@ffvf.org](mailto:csantangelo@ffvf.org) with your comments and thoughts.

We will be working on content over the next several months. Give some thought and share with your members on the information you want on your site especially with the general information.

The process will vary for each chapter based on their level of participation. Some will just review their new pages and others will work with myself, Sarah, and the team at Mile6 to develop your site. This includes attending meetings and training sessions.

We are excited for the new website and look forward to everyone's participation in making our site something we can all be proud of.

### **Other News and Notes**

Year End Reports – Most of chapters have submitted their reports. If you have not submitted your financial report as of yet, please do so as soon as possible.

Please note that Jack Wyman, Vice President of Advancement, is currently reaching out to chapter presidents to talk to you about fundraising and discuss ways that national can help and that we may be able to work together to raise funds.

Finally the National Board wants David out on the road being an ambassador for Freedoms Foundation at Valley Forge so he is happy to visit chapters and potential donors in your areas. Please keep us updated on your events so that David may possibly visit.

Carolyn opened the floor for questions, comments and concerns.

The Dallas Chapter made note of their upcoming George Washington's Birthday Fundraiser on April 29<sup>th</sup> that was postponed due to COVID. The keynote speaker is Scott Stephenson, President and CEO of the Museum of the American Revolution. The chapter is also presenting a special award to Wally Funk, American aviator and oldest woman to go to space. Dallas Chapter offered the advice to other chapters to shoot for the moon when planning your events – go for that big name speaker, press for that sponsorship, and do not be afraid to dream big.

The Mary Ball Washington Chapter announced their upcoming Oyster Roast/Membership Drive on March 27<sup>th</sup>. They hope to attract new members and showcase all the good things about Freedoms Foundation. Mention was made of the support they are getting from the governor and other representatives. Carolyn just cautioned all chapters that it is great to get support from elected officials, but we are a non-partisan organization so we can not endorse a candidate, provide literature on a candidate or political cause, and if we invite one official we need to invite all. This is vital to our 501c3 status.

With no further questions, Carolyn wrapped up the meeting by thanking everyone for joining and she looks forward to seeing some people on the call in person over the next several weeks.

### ***This Meeting Was Not Record***

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**The next Zoom meeting will be on Wednesday, June 8 at 2PM EST**

Join Zoom Meeting

<https://us02web.zoom.us/j/82247806185?pwd=ZldvdjdSZVpmODhVLE1RyOWt1dWV0UT09>

Meeting ID: 822 4780 6185

Passcode: FFVF1601