



## WISCONSIN NATIONAL GUARD ASSOCIATION, INC.

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October 23, 2006

### Executive Committee Meeting – October 18, 2006 Madison, WI

Members Present:      President Olson                      Executive Vice President Sailer  
                                 Vice President Ebben                  Treasurer Leckel  
                                 Executive Director Wagner

Members excused:      Secretary Dykstra

President Olson called the meeting to order at 10:00 a.m., October 23, 2006.

Executive Director Wagner briefed the Executive Committee on the Revolving Business Note the Association has with M&I Bank and the procedures to execute the note. Copies of the procedures were provided to each member and will be sent to each individual, which is authorized to initiate the note

The NGAUSIT Insurance Advisory Committee, Finance Committee and Board of Directors are gathering information concerning a proposal for NGAUSIT to offer to its membership, a personal accident indemnity plan to be underwritten for NGAUSIT by AFLAC. The plan would be offered on-line on the NGAUS web site and through plan literature provided to state associations. No NGAUSIT or AFLAC direct mail solicitation is involved. Income from the program would be shared with the participating states and EANGUS in accordance with the terms of the current Affinity Agreement. States are asked to respond to three survey questions (the Executive Committee directed Executive Director Wagner to respond as indicated):

Does your state currently offer this type of insurance program? Yes \_\_\_ No X

Is your program underwritten by AFLAC? Yes \_\_\_ No X

Would your state be interested in participating in a NGAUSIT plan if offered? (This is not a formal commitment; only an indication of interest) Yes X No \_\_\_

The Finance Committee reviewed the proposed 2007 WINGA Insurance Plan Budget. Noting an overall reduction in Personnel Expenses of nearly ten-percent, which is the result of having three part-time office worker vs. one full-time and two part-time employees. The Finance Committee voted to approve the budget as presented. The budget will be presented to the Board of Directors at the December meeting.

The Finance Committee then reviewed the Proposed 2007 WINGA Budget. This budget is a modification of the approved 2006 budget with increases and decreases in individual line items as dictated by known and planned events. Executive Director Wagner briefed the committee on line items, which have changes from 2006.

Expense Item	2006 Budget	2007 Budget	Difference	Remarks
Line 204 – NGEDA	\$3,500	\$3,000	(\$500)	Reduced costs associated with meeting in Baltimore vs. San Juan PR
Line 205A – NGAUS Delegates	\$11,000	\$10,000	(\$1,000)	Historical records indicate all Directors do not attend the annual conference
Line 209A – Communicator Printing Costs	\$2,600	\$3,000	\$400	Printing costs are rising slightly and we were slightly under funded for 2006
Line 209B – Communicator Postage	\$1,100	\$960	(\$150)	Mailing costs have been running about \$225 per mailing. This decrease should be sufficient to meet current needs and also cover expected increased postal rates
Line 211 – Promotional Items	\$500	\$1,500	\$1,000	Primarily for conference pins. In 2005 ordered fewer pins for two years supply. Director Alvarez is looking into a corporate sponsor to cover this line item.
Line 213 – WING Retiree Council	\$325	\$325	-	Per request
Line 214 – Telephone Charges	\$10	\$50	\$40	Increase due to cell phone roaming charges.
Line 215A – Postage & Stamps	\$750	\$1,000	\$250	Increase should be sufficient to meet current needs and projected increased postal coats
Line 215B – Stationary Printing	\$200	\$150	(\$50)	Decrease more closely matches current expenses
Line 219C – Convention Loan	\$4,500	\$5,000	\$500	Last years loan was decreased due to a \$500 deposit made in 2005 for the conference committee
Line 221 – Bond Insurance	\$160	\$200	\$40	Increase in premium
Line 223 – Publications	\$150	\$100	(\$50)	Reduced the number of subscriptions
Line 224 – TAG Contingency	\$2,500	\$2,500	-	Requested \$3,000 TAG WING-EXA-A
Line 225 – Tax Consultant	\$1,250	\$1,300	\$50	Each year we experience a slight increase in this expense
Line 232B – Gas & Electric	\$1,000	\$1,100	\$100	Increase to cover projected energy costs
Line 232C – Webmaster	\$750	\$600	(\$150)	Looking to jazz up the web site using the Communications Committee
Line 232D – Web Site Domain Name	-	-	-	Final year of 5-year contract
Line 236 – Committee Expenses	\$600	\$2000	\$1,400	Increased to cover increased expenses associated with WINGA Committees
Line 240 – Annual O-6 – O-8	\$1,000	\$1,000	-	As requested TAG WING-EXA-A
Line 250 – Awards Gifts &	\$19,000	\$15,000	(\$4,000)	Projected reduction in amount paid for deployed officers \$10,000 vs. \$6,000
Line 400 – Salaries	\$43,410	\$45,140	\$1,730	Reflects a 4% raise consistent with the Insurance plan Personnel Expenses. Amount reflected include the Executive Director, Executive Assistant, and employer taxes.
Revenue Item	2007			
000 – Checkbook balance	\$745	Projected yearend balance		
001 – WINGA’s Share “Other Income”	\$12,000	WINGA’s share of the split of other income with WNGEA		
102 – Dues WINGA Inc	\$4,400	Projected annual dues		
107 – WINGA Insurance Trust	-	Funds drawn from the Insurance Trust/Investments		
108 – Taxes	-	Tax refund from WNGEA		
110 – Miscellaneous Receipts	\$9,000	Miscellaneous income to WINGA. Rebates, Royalties, Refunds		
120 – Interest on Accounts	-	Interest has been negligible		
Total Income	\$26,145	Revenue		

Total Expenses equal \$119,975, a reduction of \$390 from the 2006 Budget  
Total Revenue equals \$26,145, a projected decrease of \$5,000 from the 2006 Budget

A withdrawal of \$93,830 from investment will be required to support this budget to meet projected expenses.

The Finance Committee voted to approve this budget presentation to the Board of Directors at the December meeting.

During discussion of budget line item 236 – Committee Expenses it became apparent a policy letter needed to be drafted to cover what expenses would be covered under line 236 and also line 220B – Travel Expense. President Olson will draft a policy letter.

Treasurer Leckel addressed the issue of professional development (PD) at the annual WINGA Conference. Some states are already doing this and members are attending a portion of the annual conference in an official status. The PD could be held either on Friday or Saturday. Be focussed on Company Grade and Warrant Officers; however, everyone would be welcome to attend. The program should cover at least four hours and be open to everyone. The (PD) should include an outside military speaker, the TAG and ATAG presentations and other items of interest to the audience. Some states host a breakfast with the TAG also. WINGA Company Grade Directors could coordinate the event. President Olson will contact COL Dew regarding his research on the matter and a letter should be sent to the TAG outlining the event and requesting his support.

Vice President Ebben brought up the issue of emails and NGAUS calls to action. Legal guidance regarding communications from NGAUS indicate it is appropriate for WINGA, or other non-government sources, to email *NGAUS Notes*, *The Legit* and “Calls to Action” to a military member’s email account. It is appropriate for a military member to use government time, computers and email to send, receive and read such items as *NGAUS Notes*, and *The Legit*; however, action items such as legislative alerts may not be responded to, or further distributed, using a government computer. It is perfectly appropriate to respond on your personal computer.

Meeting adjourned at 1140.



Ronald R. Wagner  
Executive Director

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1. Insurance Trust Proposed 2007 Budget
2. WINGA Proposed 2007 Budget

BUDGET WORKSHEET - WINGA INSURANCE

	2005 ACTUAL	2006 BUDGET	2006 JULY-YTD	2007 PROPOSED
Operating Revenue:	\$187,957.32	\$225,000	\$129,353.06	\$210,000
Operating Expenses:				
Salaries	\$139,714.31	\$155,750	\$ 79,650.71	139,750
Payroll Taxes	11,017.15	14,061	7,101.21	12,661
Health Insurance	8,381.88	9,360	4,889.43	8,560
Director's Bonus Paid	0.00	5,000	0.00	5,000
Total Personnel Expenses	\$159,113.34	\$184,171	\$ 91,641.35	\$165,971
SBC Fees	7,517.00	8,500	4,692.00	7,000
Travel Expenses	5,415.29	6,000	2,054.45	5,000
Auto Rental	0.00	500	0.00	500
Office Utilities	1,173.15	2,300	3,087.51	3,000
Office Expenses	6,475.28	5,000	2,273.04	5,000
Telephones	0.00	1,000	0.00	1,000
Postage & Envelopes	5,795.85	5,000	3,171.71	5,000
Printing	95.80	500	0.00	500
Security Bond	200.00	200	194.00	200
NGAUS/NGEDA/INS. Meetings	6,494.83	4,000	2,737.77	4,000
Accounting Fees	1,245.00	1,200	1,275.00	1,200
Legal Fees	0.00	500	0.00	500
Promotions - Products	2,149.67	5,000	1,438.60	4,000
Promotions - Services	320.00	1,000	93.00	1,000
Operating Expenses	\$195,995.21	\$224,871	\$112,658.43	\$203,871
Net Operating Gain (Loss):	\$ -8,037.89	\$ 129	\$ 16,694.63	\$ 6,129
Other Revenue:				
Experience Refund	\$ 0.00	\$ 20,000	\$ 0.00	\$ 20,000
Interest Checking	429.65	300	178.70	300
Interest Partnership	29.14	200	3.97	100
Investment Income	31,880.92	20,000	16,488.98	20,000
Realized Capital Gains	68,097.23	0	-18,195.51	0
Other Revenue	\$100,436.94	\$ 40,500	\$- 1,523.86	\$ 40,400
Other Expenses:				
Office Equipment	\$ 0.00	\$ 1,000	\$ 0.00	\$ 1,000
Interest-Line of Credit	\$ 2,214.43	\$ 1,000	\$ 336.70	\$ 1,000
Programming Automation	\$ 0.00	\$ 2,000	\$ 0.00	\$ 2,000
Other Expenses	\$ 2,214.43	\$ 4,000	\$ 336.70	\$ 4,000
Net Gain Before Distribution:	\$ 90,184.62	\$ 36,629	\$ 14,804.07	\$ 42,529

Category	2005 (a)	2006 (b)	2006 (ytd)	2006 (p)	2007	(a) = Actual (b) = Budgeted (p) = Projected (ytd) = Year to date
000 - Checkbook Balance	\$ 148	\$ 745	\$ 148	\$ 148	\$ 745	
<b>INCOME</b>						
001 - WINGA Share "Other Income"	\$ 43,142	\$ 12,000	\$ 16,170	\$ 16,170	\$ 12,000	
102 - Dues WINGA, Inc.	\$ 4,374	\$ 4,700	\$ 4,002	\$ 4,400	\$ 4,400	
107 - WINGA Insurance Trust/Investments	\$ 50,858	\$ -	\$ 83,330	\$ 83,330	\$ -	
108 - Taxes	\$ -	\$ -	\$ 124	\$ 124	\$ -	
110 - Miscellaneous Receipts	\$ 11,366	\$ 13,700	\$ 18,967	\$ 8,967	\$ 9,000	
120 - Interest on Accounts	\$ -	\$ -	\$ -	\$ -	\$ -	
<b>TOTAL INCOME CATEGORIES</b>	\$ 109,888	\$ 31,145	\$ 122,741	\$ 113,139	\$ 26,145	
Revenue Shortfall - Investments	\$ -	\$ 89,220	\$ (31,671)	\$ -	\$ 93,830	
	\$ 102,418	\$ 119,540	\$ 91,070	\$ 113,139	\$ 119,975	