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# BIMONTHLY MEETING

DECEMBER 16TH, 2021



# MISSION & PURPOSE

To serve as a historical, patriotic, and non-political international organization dedicated to honoring the legacies of those who served in the Vietnam War. To create a community that connects, supports and advocates for each other. To maintain and upkeep memorials created to honor the Vietnam War. To educate and inform those seeking information and history on the Vietnam War. To work with and support the National Vietnam War Museum in promoting an understanding of the Vietnam War for generations to come.

# AGENDA

- Welcome
- Leadership

## **Reports**

- Financial Report
- Advertisement
- Membership

## **Spring Fundraiser**

- Sons and Daughters Meetup
- Donations

## **Museum**

- Updates
- Grand Opening
- Commercial Interior Designer
- Curator Job
- Conference Room Needs

## **Old Business**

- Honor your Veteran – Scrapbook

Q&A's / Open Discussion

# LEADERSHIP

PLEASE NOTE THESE POSITIONS ARE ONLY  
TEMPORARY UNTIL 2022

## Secretary:

- Debra Crawford
- Backup: Suzi Messinger

## Advisory Council:

- Katee Girling

Katee is as Catastrophe Modeler with an insurance company in Hartford, Connecticut and oversees a group of modelers in 6 different countries. Soon to be residing in Saint Paul, Minnesota. She is on the board of directors for the museum and is responsible for most of the social media and newsletter for the board. As the proud daughter of a Silver Star Vietnam Vet, she has been organizing small- and large-scale Veteran events for the last 15 years.

- Chrystal Hudson

Chrystal Hudson is the Corporate Brand Manager for Affinity Hospice where she established the nationally recognized end-of-life care agency as a We Honor Veterans partner of the National Hospice and Palliative Care Organization and the VA. Through assisting numerous hospice patients and her own father with VA resources and benefits, she has become a well-versed veteran's advocate. The daughter of a Vietnam Veteran, her father served in the US Army from 1970 – 1973 with the 128<sup>th</sup> Assault Helicopter Co. in Phu Loi, Vietnam. Chrystal is a life member of the DAV and VFW Auxiliaries, a member of VVMF, and a founding sponsor of the National Museum of the US Army. Chrystal and her husband, Brian, reside in Lufkin, Texas.

- Thomas Richardson

Thomas Richardson is an archives technician with the National Personnel Records Center, a division of the National Archives and Records Administration. He specializes in reference work on military personnel and medical records, including information on medals and awards entitlement. He received his MA in History from Emporia State University with a concentration on public and oral history. Thomas also contributes to NARA's Pieces of History Blog and the History Hub as a military records and awards subject matter expert.

- Kim Kearney

Kim is a personal shopper and tutor in Massachusetts who is working on her first book. She is a member of the Wayside Inn Chapter DAR (Daughters of the American Revolution) and working on her membership for the National Society Daughters of the Union. She is the Assistant Treasurer for her DAR chapter and volunteers with her chapter in donating items for our veterans at the Bedford, MA VA hospital. She also volunteers to help clean veterans' graves as well as other volunteer work for our veterans. Kim is the proud daughter of a decorated Vietnam War veteran. Her father is a former Marine who served from 1966-1972 and served in Vietnam from 1967-1968 at both Marble Mountain and Phu Bai with the 3rd Marine Air Wing.

# FINANCIAL REPORT

## Income

Paid Memberships	\$1,175.00	47 Members (2 Pending)
Anonymous Donation	\$1,000.00	
Total Income	\$2,175.00	

<u>Date</u>	<u>Expenses</u>	<u>Amount</u>
	Apr-21 Pins	\$ 393.60
	Apr-21 Certificate Holderts	\$ 45.52
	Apr-21 Certificate Paper	\$ 17.95
	Apr-21 Postage	\$ 72.00
	Apr-21 Tyvek Mailing Envelopes	\$ 35.99
	Apr-21 Stickers	\$ 18.99
	Apr-21 Sheet Protectors	\$ 5.49
	Apr-21 Binder Book	\$ 2.29
	Nov-21 Brochures	\$ 90.48
	Nov-21 Stamps	\$ 44.60
	Total Expenses	\$ 726.91
	Total Income	\$2,175.00
	Total Expenses	\$ 726.91
	Total Balance	\$1,448.09

# ADVERTISEMENT

Brochures are now available in limited quantity. Would like to print 500 more. Please consider bringing some to local VFW's

Share the Facebook Group

Talk to your friends and family

Like us on Facebook and Instagram. Share to your stories, share to your local veteran groups

# MEMBERSHIP

While our primary members are Sons and Daughters of the Vietnam War and their families, we also welcome anyone with relatives who served during the war, as well as those wishing to honor Veterans in general by joining our group.

- **Lineal Members:** For individuals demonstrating lineal descent through birth or adoption from a qualifying Vietnam Veteran.
- **Collateral:** Annual membership for family members with an aunt, uncle, brother, sister or cousin who served. Proof of service required.
- **Friends:** Annual membership for those, without a relative serving in Vietnam, who wish to support and participate in the Sons & Daughters of the Vietnam War activities.

Membership Fees for the remainder of 2021 will be \$25 for all levels.  
Application is available on website and via Facebook Group.

2021 Membership Includes:

Frameable Certificate (Founding Member)

Commemorative pin.

Access to Speaker Events

Voting Rights

National Membership Number

Name added to Founding Member plaque to display permanently in Museum

Newsletter (Snail Mailed 3x a year)

<u>Membership</u>	
Apr	4
May	9
Jun	9
Jul	5
Aug	11
Sep	3
Oct	0
Nov	6
Pending	2

# SPRING FUNDRAISER: MEETUP INFO

MARCH 26<sup>TH</sup>

THE CRAZY  
WATER HOTEL  
IN MINERAL  
WELLS, TEXAS.

## Sons and Daughters Meetup at the Fundraiser Hotel

Friday Evening Informal Wine and Dine (is there interest?)

Saturday: 2-5pm Official Meet and Greet, then down to fundraiser





# SPRING FUNDRAISER FOR THE MUSEUM: DONATIONS

## Sons & Daughters Involvement

- Would like to commit to 10 baskets
  - Amazon Gift List
  - Gift Cards
  - Small Business (Pampered Chef, etc.)
- Fundraising option that will be 100% sponsored and run by the Sons & Daughters.
  - 50/50 Drawing
  - Volunteers to Run?





# MUSEUM UPDATES

## Construction Update:

We are finishing up the exhibits and getting everything in order for our Grand Opening. Oh that feels good to finally say!

Jim Messinger has been giving some walk-thru's already and the feedback has been good, but there is work to be done. We are finishing up some live dioramas that will showcase various things like foxholes, huts, and more.

We are finally happy to be able to announce that the elevator is finally working and has passed inspection. We are now fully ADA compliant.

After receiving a donation, we now have furniture and desks set up in a special room that is awaiting our soon to be staff to fill them. We are now having our monthly meetings in our conference room on the 2nd floor and it's a great setup.



# MUSEUM: GRAND OPENING

- There will be a special reserved section for the Sons and Daughters paid members
- Special Invitations will be sent out, RSVP will be required to reserve seating



THE NATIONAL VIETNAM WAR MUSEUM  
**GRAND OPENING**  
COME CELEBRATE WITH US!

OPENING CEREMONY  
STARTS AT 10am

THE NATIONAL  
VIETNAM WAR  
MUSEUM

12685 MINERAL WELLS HWY  
WEATHERFORD, TEXAS

JUNE 25<sup>th</sup> 2022

 **Keynote Speaker: Troy Evans** who served in Vietnam with the 25th Infantry Division. Also well known for acting roles in Bosch and ER and more.



# MUSEUM: COMMERCIAL INTERIOR DESIGNER

## Phase 2 Building:

- We do have a budget for this
- Prefer Vietnam War Connection
- Need Artists Concepts of the building + interior

# MUSEUM: CURATOR JOB

## **JOB SUMMARY/DESCRIPTION:**

The Museum Curator is a full-time position reporting to the Board of Directors. The curator collaborates with the Board of Directors on projects, donations, events, and design. The curator exhibits, interprets, maintains, and protects objects of historical and aesthetic importance in The National Vietnam War Museum.

## **TYPICAL DUTIES/JOB DUTIES:**

1. Exhibit design, development, and construction
2. Manage day-to-day museum operations
3. Develop and implement educational programs
4. Seeks and prepares funding proposals in conjunction with Board of Directors
5. Catalogue and display material
6. Develop and maintain exhibit schedule
7. Supervise museum staff and volunteers
8. Identify and record items
9. Present program and project reports at Board of Directors meeting
10. Other duties as assigned

## **KNOWLEDGE, SKILLS AND ABILITIES:**

Advanced knowledge of the Vietnam War is preferred along with knowledge of museum procedures and best practices. Skilled in oral and written communications and skilled in interpersonal relations. Ability to do historical research on the Vietnam War; ability to speak knowledgeably and effectively before groups and museum visitors; ability to organize and complete tasks in an accurate and timely manner; ability to perform work requiring accuracy and attention to detail. Ability to effectively supervise employees and volunteers.

**MINIMUM QUALIFICATIONS:** Bachelor's Degree in Science, History, Archaeology, Art History, Museum Management, or Heritage Studies or a minimum of 5 years' related experience. Management experience is also highly desirable.

*EEO Statement: The National Vietnam War Museum is an equal opportunity employer and is committed to promoting and ensuring equal employment opportunity for all individuals without regard to race, color, religion, sex, national origin, age, sexual orientation, disability, or veteran status. In compliance with the Americans with Disabilities Act (ADA), The National Vietnam War Museum is committed to providing reasonable accommodations to ensure equal access to employment opportunities for qualified individuals with disabilities. We are committed to ensuring that a qualified individual with a disability has the same rights and privileges in employment as non-disabled employees. If an accommodation is requested for the job application process, please contact our office at (940) 325-4003 or email us at [katee427@msn.com](mailto:katee427@msn.com).*

# MUSEUM: CONFERENCE ROOM NEEDS

- We are looking for some donations to create a perfect meeting space in the museum.
- Currently looking for
  - Nice conference table with matching chairs – 12 Person
  - Ceiling mounted projector
  - Projector screen.

With so many companies going to a work from home model, we are confident someone out there has some items that we could use to enhance our meeting space.

Please contact Katee Girling or Ed Luttenberg to talk about possible donations. We can provide a tax-deductible receipt.

# HONOR YOUR VETERAN - SCRAPBOOK

- Create a 12x12 Page
- To be displayed permanently at museum
- 1 page per Veteran (please coordinate with family)
- Most content is acceptable
  - Service story
  - Pictures
  - Awards
  - No graphic pictures



# WHERE DO WE NEED HELP?

- Newsletter: Write an article once, or every time. Topics are open.
- Business Plan and Incorporation: Would prefer someone with some experience to finish. I have it 75% of the way there, but am running low on time.



# Q&A & OPEN DISCUSSION

