

Marine Corps League

Department of North Carolina



Executive Board of Trustees Minutes

05 December 2025

Presided by: Commandant Robert Hare
Department of North Carolina
Marine Corps League

Meeting start time: 1918
Meeting Location: Teams

A. EBOT attendees

1. Commandant – Robert Hare
2. Sr. Vice Commandant – James (Jim) Mitchell
3. Jr. Vice Commandant – Steve Tracy - absent
4. Judge Advocate – William (Bill) Brown
5. Jr Past – Ric Ledford
6. Adjutant – Justine Mitchell
7. Paymaster – Kevin Ashton

B. Subject of discussion

1. 2026 Convention

- a. . Robert Hare – reached out to a hotel in Jacksonville that the Onslow Couty detachment uses but they do not have the meeting space
- b. . Robert Hare - Sent a RFP to Hilton Garden in Onslow County
- c. . Robert Hare – If we host the convention at the Museum, we will share space with the public. We will hold the convention at the hotel and the banquet at the convention
- d. . James Mitchell – will host the convention committee. He will get members to join
- e. Robert Hare – Any detachment can assist the DoNC with the convention and can partake in the fundraising. If no detachment assists all proceeds go to the department.
- f. . Robert Hare – The Department hosted the fall membership meeting at a cost of less than \$300.00. The Department made money.
- g. James Mitchell – How many rooms are we looking for at the convention. Robert Hare calculated rooms needed for Thur – Sun. estimated a total of 90 rooms.
- h. Robeert Hare – We will need lunch service for Saturday and hospitality on Friday. The Dogs and the Convention Meeting can be held in the dame room.
- i. James Mitchell – Do we need a room for National representation
- j. Bill Brown – We need to involve the Chief of Staff in the planning

- k. . Ric Ledford – The 2026 Fall membership meeting is being held in Greenville, it was being coordinated by Jeff Jones, but we now need to involve the Chief of Staff.
- l. Robert Hare – Had a meeting with the DVC's and most showed up.
- m. Bill Brown – Asked if all EBoT members know their roles and responsibilities.
- n. . Robert Hare – Will hold all EBoT members and appointed members accountable for the roles and responsibilities of their positions.
- o. Robert Hare – Will hold training classes on position roles and responsibilities as well as cyber security and spam emails.
- p. Bill Brown – Asked about having a full department staff meeting. This should be held before the spring membership meeting.
- q. Robert Hare – The communications from National, Division, and Department levels are being sent out by the adjutant.
- r. James Mitchell – Asked if we had reviewed the detachment roster. There are several detachments that are below 15 members. Some of those detachments are made up of life members.
- s. Robert Hare - Is looking to see if the DoNC can have a member at large detachment.
- t. James Miltchell – Asked about the 50/50 Raffel. It has been posted to the website as well as put on the MCL Facebook page. It was also sent to the membership.
- u. James Mitchell – We need to get an email out to all the detachments reminding them of the \$100 challenge posed to them at the fall membership meeting.
- v. Bill Brown – The date of the convention is June 4th – 6th 2026 is also date of the mud run.
- w. Robert Hare – We need to relook at the bylaws where it states certain dates for hosting membership meetings and the convention. There is a short time span between the spring membership meeting and the convention. There is a longer time span between Fall membership meeting and spring membership meeting.

- x. James Mitchell – We need to propose this change to the body for discussion. Bill Brown – Lets bring this up at the Jan BoT.
- y. Bill Brown – Lets send a message from the Department Commandant that all detachments MUST send an elected representative.
- z. Robert Hare – We have had a better response since the fall membership meeting.
- aa. Robert Hare – We cannot recognize members from our department unless we are notified by the detachment commandants.
- bb. Robert Hare – We have lost many memberships because detachments are not keeping up with their membership renewals.
- cc. Bill Brown – Do we need to have a department position for when detachment falls below 15 (active regular) members, Ric Ledford this is the responsibility of the Jr Vice.
- dd. Robert Hare – We can work with Colin and go detachment by detachment to make sure that the detachments are in compliance with having the required number of regular memberships.
- ee. Robert Hare – We need to make sure all veterans are noted as such on the rosters.
- ff. James Mitchell – We need to stay hot on retention and recruitment. Robert Hare says this is a living and breathing thing and we are on it.
- gg. Robert Hare – Wants the membership to hold the staff accountable.

2. Foundation

- a. Robert Hare – How is the foundation coming along. Do we need to hold a bylaws meeting. We need the bylaws done before we can open the bank account.
- b. Robert Hare – Will email neighboring states (PA and NY) for a sample of their foundation bylaws.
- c. Robert Hare – Did all the checks for western NC that were approved at the last EBoT sent out. Per Paymaster they were not.
- d. Robert Hare – They need to get issued so we can clear the account
- e. James Mitchell – Do we have a financial report for FY 25 done. Per Paymaster out end of FY is Dec 2025.

- f. James Mitchell – we need to get the information to the budget committee. Per the paymaster said he was supposed to have received them so we could discuss tonight.
 - g. Robert Hare – We cannot present a budget to the body until the spring membership meeting and then approval is at the state convention; this is per the DoNC bylaws.
 - h. Robert Hare – Per the department bylaws the budget committee chair is the Paymaster. The budget is supposed to be presented to the EBoT for review and questions prior to presenting to the body.
 - i. Bill Brown – Asked if we had articles of incorporation of the foundation. Those should lay the foundation for the Bylaws.
 - j. Robert Hare – The foundation Board is set with the EBoT and would like a few members outside the EBoT as well.
 - k. . Bill Brown – Asked if we have spoke to the National JA about the makeup of the foundation board. Answer was not yet wanted to get the bylaws set first. Primary board members are the EBoT plus the paymaster.
 - l. The bylaws will state positions only and not names, Commandant is President; Sr Vice is ???, Paymaster is treasurer, and JA is the Judge Advocate.
 - m. Robert Hare – Goal is to have things completed by the spring membership to present to the body.
 - n. Kevin Ashton – found some grants that we qualify for and Zeffy has started to do grant writing there are also apps that can help write them.
 - o. Robert Hare – the foundation will assist the Sr Vice with fundraising for the budget and the fundraising we do will go to the department.
3. Retention Numbers
- a. . Robert Hare – DoNC is at 91% membership renewal rate

No other topics discussed. Meeting was adjourned. 2035.