

Marine Corps League

Department of North Carolina



Executive Board of Trustees Minutes

08 August 2025

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

Meeting start time: 1901
Meeting Location: Teams

A. EBOT attendees

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

B. Subject of discussion

1. Review of Commandant's Goals

- a. Robert Hare – Biggest part is we are going to holding people a little bit more accountable for their positions.
- b. Robert Hare – The Elected Staff are being held to a higher standard, for the body elected us. The appointed staff is going to be held accountable as well.
- c. Robert Hare – District Vice Commandants (DVC) are going to be held more accountable because they are our eyes and ears to the detachments.

2. Fundraising Plan – Sr Vice

- a. James Mitchell – Want to start a 50/50 raffle for the year and award it at the 2026 convention. I just need the Zeffy account information. \$1 tickets or 6 for \$10. Hopefully this will generate a good source of funds.
- b. James Mitchell - This way we will not be competing with the detachments who will have gun raffles.

3. Retention Plan – Jr Vice

- a. Steve Tracy – Wants to Meet with the each of the DVC in their district on a Saturday morning and possibly each detachment commandant in that district to discuss recruitment and retention.
- b. Steve Tracy – Feels recruitment is ahead of retention, we need to increase our membership count.
- c. Robert Hare – Retention is more important than recruitment, but both are needed.

- d. James Mitchell – We have some dual members that show life memberships with both detachments. For those that are not life members in both detachments they need to be current with the yearly dues in the detachment they are not a life member in, or they are not a member in good standing. The Department Roster needs to be updated.

4. Status of Dept. Foundation - Paymaster

- a. Kevin Ashton – Wanted to talk to the EBoT about moving the \$12,713.81 of the Helene fund into a bank account to open the foundations bank account.
- b. Kevin Ashton – These funds will still be for Helene Relief.
- c. James Mitchell – Anytime funds are made to a specific event/charity those funds need to go to that event or be released in writing from that event.
- d. Robert Hare – If we do not use these funds to open the bank account, we will need to hold a BoT meeting and ask for funds to open the foundations bank account.
- e. Robert Hare – Kevin is working on grants that are eligible for a 501(c)3 organization. If we start receiving these grants, we have no place to put the money.
- f. Robert Hare – Lets put the financial side of the foundation on hold lets finish with the administrative portion.
- g. Kevin Ashton – Google because we are a 501(c)3 is finalizing a free workspace account. This could possibly provide us with a free website and email access. Survey monkey offers free grant writing.
- h. Bill Brown – we can get quick books as a 501(c)3
- i. James Mitchell – Asked can we take money from the fundraising to open the bank account. Robert Hare says no for those funds are earmarked to go towards fundraising.
- j. Robert Hare – If we get a donation for the foundation, we can use that to open the bank account if we don't, we will go to the full Board to ask for the funds.

- k. Kevin Ashton – Survey Monkey requires a business email account a basic Gmail email account will not work.
- 5. Detachment Compliance plan – Judge Advocate
 - a. Bill Brown – Working with Colin to get copies of the Detachment's ROIs and 990s.
 - b. Bill Brown – Will start working with Detachments to get their by-laws updated.
- 6. Leadership Academy - Commandant
 - a. Robert Hare – We will get that started after National. Let's check the VA centers to see if we can use their room for 1 day 0800 - 1600
 - b. Robert Hare – First one will be paperwork form the assistant paymaster (ROI's and Transmittals)
 - c. Robert Hare – Other possible class topic is going over the responsibilities of all positions. The National website has classes we can use.
 - d. Robert Hare – If people can understand what is entailed with the positions, we can possibly get more people to step-up to the open positions.
 - e. Bill Brown – Suggests using the Raleigh Recruiters facility.
- 7. Public Relations
 - a. Marilyn Bower – Is going to get the public relations publication going again. Please send a snippet of the elected officers' goals.
 - b. Marilyn Bower – The publication will be quarterly instead of monthly.
- 8. Board of Trustee meetings: Do we have guidelines for attendance, if not what do we need to do
 - a. Robert Hare – We must have a certain number of Detachments (elected officers) present for a quorum.
 - b. Jim Mitchell – Sent correspondence to all the Sr Vice Commandants letting them know we have BoT meetings, and they need to get with their Commandant to see who will be attending.
 - c. Jim Mitchell – We should ask the Commandants to RSVP on the BoT meeting invitations. All attending agreed.

9. DVC Meeting - Commandant

- a. Robert Hare - Will be getting with the DVCs to set up meeting.
- b. The plan is to have not only the EBoT Meetings but the entire Department Staff. We need to keep everyone involved.
- c. Robert Hare – Is thinking of having a Department Staff get together to include families for a social event.

10. Distribution of Reports

- a. Robert Hare – We need to fix our reports as to who they need to be submitted to.

11. Open floor for comment/concerns

- a. Robert Hare - Tarheel 733 should not have an active roster. All transmittals have been sent it. By the first part of Sept 2025, we can get the notification out that a new detachment can be started using the existing charter. If they want to start a new detachment they will receive none of the #733 funds or inventory.
- b. Robert Hare – The Department will be an intricate part of restarting that Detachment #733.
- c. Justine Mitchell - There are other detachments with lost charters that have members that need to be moved to members at large.
- d. Robert Hare - He is working to complete the force transfer forms for these detachments. This should have been completed in prior years.
- e. Bill Brown – Asked if we have a DoNC 2026 Convention Committee yet.
- f. Robert Hare – We have two volunteers so far.
- g. Jim Mitchell – Will not be at the 2025 Fall Staff Meeting in October due to a family commitment.

No other topics discussed. Meeting was adjourned. 1942.