

1. Approval of minutes from BOG Conference Call Meetings: 17 March, 22 April, and 13 August.
2. Update on 2020/2021 Annual Meeting in Princeton, NJ (Alex – obtain from Juanita)
PLUS have we obtained a volunteer to assist Juanita?
3. Report of the administrator
4. 2021 Annual Budget (John DePue)
- 5 Ad Hoc Award Committee Update (Bell and Sullivan)
6. Website Update (Steve Baule)
7. Membership Renewals (Sullivan and Sam)
8. Chapter News? (All)
9. Old Business (All)
 - a. Award Committee Report
 - b. Investment/Endowment Committee Report
 - c. VP for Administration Report
 - d VP for Publications Report
 - e. Treasurer Report (excluding budget which is a separate item)
 - f. Electronic Editor Report
 - g. Report of the MUJA Editor
 - h. Report of the Editor
10. New Business (All)

Minutes of the Company of Military Historians (CMH)

Board of Governors (BOG) Conference Call

March 17, 2020

The purpose of which was to discuss the decision to postpone the annual meeting currently set for 22-25 April and reschedule the meeting to October 2020.

I. The meeting was opened by President Craig Bell at 1704.

A. Board of Governors and Officers present and in attendance (in no particular order) was:

Craig Bell
Alex de Quesada
Dave Sullivan
Gerald Roxbury
John Thillmann
John DePue
Myers Brown
Bob Kotchian
Gordon Jones
Charlie Cureton
Juanita Leisch Jensen

II. Discussion of Officer's.

A. Juanita Leisch Jensen addressed the Board and provided the options in regards to postponing the 2020 Company of Military Historians meeting in Central New Jersey. **A motion was made by President Bell and seconded by Alex de Quesada to postpone the annual meeting and it was passed by a voice vote to approve.**

B. President Bell made a motion to re-schedule the annual Company meeting to 8-11 October 2020 and was seconded by acclamation and passed by a voice vote to approve.

C. Action for Juanita Leisch Jensen to get the word out to the memberships and to those that have already signed up for the meeting on the new dates. President Bell will also provide the updated information in the new Journal.

III. Meeting was adjourned at 1719.

Respectfully submitted this 28th day of October, 2020

Commander Gerald C. Roxbury U.S. Navy (retired)
Secretary, Company of Military Historians

Minutes of the Company of Military Historians (CMH)

Board of Governors (BOG) Conference Call

April 22, 2020

I. The meeting was opened by President Craig Bell at 1703.

A. Board of Governors and Officers present and in attendance (in no particular order) was:

Craig Bell
Alex de Quesada
Dave Sullivan
Gerald Roxbury
John Thillmann
Sam Small
Steve Baule
John DePue
Myers Brown
Mark Sammis
Bob Kotchian
Gordon Jones
Charlie Cureton
Bill Emerson

B. A motion was made by President Craig and seconded by John Thillmann to excuse Steve Henry from the meeting and it was passed by a voice vote.

C. Minutes from the October 16, 2019 Board of Governors meeting conference call were reviewed and **a motion was made by Dave Sullivan and seconded by Charlie Cureton to accept the minutes and it was passed by a voice vote to approve and accept.**

II. Discussion of Reports by Officers and Old Business.

A. President Craig Bell introduced the reports that were submitted in advance by various chairs and officers and asked if there were any comments or questions.

1. Administration:

- a. Administrator. No comments.
- b. Editor. No comments.
- c. MUIA. No comments.

2. Awards Committee: No comments.

3. Endowment Fund Committee: Reported cash on hand is \$9,190.70

4. Electronic Editors: Still working to find a company that has the capabilities to take on the website with the how much would need to be budgeted this year for the project and was told approx. \$1,000, less than the budgeted \$20,000.

5. Treasurer Report of the 2020 Budget: John DePue a detailed report on the status of the Company's financial status. Of note and concern is the rising cost of printing and distributing the Journal as well as the decrease in membership dues. International mailing costs were a concern. President Bell asked what percentage of the Journal is being mailed internationally and Dave Sullivan indicated 64 members are international. **Dave Sullivan took and action to investigate the rising cost of the Journal and Sam Small took an action to investigate a way of reducing shipping charges.** Another are of concern was the rising costs of the Company phone bill. **Dave Sullivan took and action to investigate and possibly change the provider for a better rate.** Given all that was discussed the projected deficit at years end would be \$10,700. President Bell indicated that he would not like to tap into the Endowment Fund for this but figure a way to make up the projected deficit.

B. A discussion of the status of the October New Jersey Company meeting was conducted. Event insurance was discussed as well as the potential for additional postponements due to COVID-19 restrictions.

C. Awards Program: President Bell started a discussion on the design of the new Company awards. **Action for all to review the awards proposals, which were forwarded out, and provide comments and or recommendation to the awards Ad Hoc Committee of Craig Bell, Alex de Quesada, and Dave Sullivan.**

III. New Business

A. Decline in membership. There was a loss of between 150-300 members. Increase in membership dues seems to be the contributing factor.

IV. Meeting was adjourned at 1807. The next BOG meeting will be held during the rescheduled 2020 Annual Meeting.

Respectfully submitted this 28th day of October, 2020

Commander Gerald C. Roxbury U.S. Navy (retired)
Secretary, Company of Military Historians

Minutes of the Company of Military Historians (CMH)

Board of Governors (BOG) Conference Call

August 13, 2020

The purpose of which was to discuss the decision to postpone the annual meeting currently set for 8-11 October and reschedule the meeting to May 2021.

I. The meeting was opened by President Craig Bell at 1703.

A. Board of Governors and Officers present and in attendance (in no particular order) was:

Craig Bell
Dave Sullivan
Gerald Roxbury
John Thillmann
John DePue
Myers Brown
Bob Kotchian
Gordon Jones
Juanita Leisch Jensen

II. Discussion of Officers.

A. President Bell opened the meeting and discussed the options for the October meeting, should it be a “Zoom” type meeting, carry-on as planned, or postpone again. Juanita Leisch Jensen sent out a survey to the membership with the various options. As presented, the consensus of the survey was to postpone the meeting again. If the meeting is to be postponed, the 2021 scheduled meeting will be moved out the 2022. **Juanita will also need a co-chair and is asking for a volunteer.**

B. Gordon Jones made a motion to re-schedule the annual Company meeting to Memorial Day weekend May 2021 and was seconded by acclimation and passed by a voice vote to approve.

C. Action for Juanita Leisch Jensen to put together a flyer for the membership with the new meeting information on it.

D. Future meeting Chairs will need to be contacted to adjust the dates of their meetings accordingly.

III. Meeting was adjourned at 1727.

Respectfully submitted this 28th day of October, 2020

Commander Gerald C. Roxbury U.S. Navy (retired)
Secretary, Company of Military Historians

Report of the Administrator
1 December 2020

Financial Status of the Company

As of this date, available cash totaled \$88,168.27, of which \$54,996 is credited to 2021.

The current fiscal status and proposed budget to date are in the Treasurer's report, which was created as of 1 November, consequently the amount of funds received for 2021 differs.

As of this date, there are 1,045 members of all categories 51 of that number having joined in this year. 303 have not renewed as of this date

The Company raffle returned this year and brought in \$3,940. However, beyond single item raffles in the future – only the digital collection of MC&H – we can't count on this source of income. I ask the Board if it wishes to continue the annual raffle with just the digital collection as the only prize.

Speaking of the digital collection pf MC&H, the sale of this item brought in \$5,825 or 58 flash drives. In terms of raffle tickets sold, 89 were for the digital collection, so it seems to hold interest with the membership.

Respectfully submitted,

David M. Sullivan
Administrator

	To 4 April 2020	To 1 November 2020	2021 estimates
Income			
Carry Over		-1351	-1351
2020 membership dues	60,000	56370	53,930
2020 MUIA subscriptions	5,700	5820	5,885
2021 membership dues			33,765
2021 MUIA subscriptions			3,000
Sales-CMH Publications	500	122	369
Sutler	135		0
2020 Annual Meeting	2,000	0	0
Advertising	200	325	325
Interest	30	11	
Misc Income	50		190
2020 First Class Mail	4,000	3230	3260
2020 contributions	6000	15263	22,869
2021 First Class Mail			2,865
2021 Donations			8,263
2020 Digital MC&H			5,525
	78,615	79790	91002
			47,893

	To 4 April 2020	To 1 November 2020	est. EOY total
Expense			
Advertising			
Administrative			
Computer Hardware			
Computer Software	300	556	942
Computer Internet Fees	450	36	288
Computer Website Fees	150	132	132
Helds for web site expense			
Sub total	900	724	1362
Contingencies	2000		1000
Contract Labor	14400	3600	12,000
Insurance	2000	1735	1735
Office Supplies	1,500	687	1,704
Direct mail of 4 issues	8,500	2534	6869
MUIA Mailing	1200	689	689
Stamps & Miscellaneous	4,800	438	2,302
PO Box Rental	150		150
Sub total	34550	9683	25449
Printing and Reproduction	1500	568	2,212
Professional Fees	840		850

2020 Annual Meeting	1,000			
2021 Annual Meeting	1,000			
Sub total	4340	568	3,062	3062
Printing 4 issues*	25,000	6060	18,434	24934
Printing 2020 MUIA	2,800	2895	2895	2895
Printing 2021 MUIA	3,000			3000
Editorial Expense	4,710	1000	3637	5,000
MUIA Expenses	150			
Sub total	35,660	9955	24,966	35829
Rent	4800	1600	4400	4800
Repairs/Building	200			
Computer	200	270	270	270
Sutler Supplies				
Equipment repair				
Equipment purchase				
Sub total	5200	1870	4670	5070
Telephone	1200	83	1380	1600
Lodging				
Meals	100			
Museum Committee				
Reimbursements	1,500	396	732	860
Travel on CMH Business	1,500	346	955	1,060
Maintenance				
Bankservice charges, bad checks				
PayPal fees	600	114	464	600
Miscellaneous expenses	500			
Subtotal	5400	939	3531	4120
Total	83,050	23739	63040	81128
Less checks to CMH Endowment Fund			1440	1440
Total			61600	78989
Est Surplus				16,088
Proposed Budget for 2021				
Income				
Carry Over	16088			

2021 membership dues	55,000
2021 MUIA subscriptions	5700
Sales-CMH Publications	400
Sutler	0
2020 Annual Meeting	2000
Advertising	200
Interest	30
Misc Income	100
2021 First Class Mail	3000
2021 Donations	9000
2021 Digital MC&H	3000
	94518

Expense	
Advertising	
Administrative	
Computer Hardware	300
Computer Software	450
Computer Internet Fees	150
Computer Website Fees	
Helds for web site expense	900
Sub total	
Contingencies	2000
Contract Labor	14400
Insurance	2000
Office Supplies	1,500
Direct mail of 4 issues	8,500
MUIA Mailing	1200
Stamps & Miscellaneous	4,800
PO Box Rental	150
Sub total	34550
Printing and Reproduction	1500
Professional Fees	840
2020 Annual Meeting	1,000
2021 Annual Meeting	1,000
Sub total	4340
Printing 4 issues*	25,000
Printin9 2019 MUIA	2,800
Editorial Expense	3,000
MUIA Expenses	

Sub total	30,800
Rent	4800
Repairs/Building	200
Computer	200
Sutler Supplies	
Equipment repair	
Equipment purchase	
Sub total	5200
Telephone	1600
Lodging	
Meals	100
Museum Committee	
Reimbursements	1,500
Travel on CMH Business	1,500
Maintenance	
Bankservice charges, bad checks	
PayPal fees	600
Miscellaneous expenses	500
Subtotal	5800
Total	80590

Ad hoc award committee update

The company to which the proposed new Fellows medal was sent reports it cannot provide it struck in sterling silver and after contact with other similar medal makers, there was only one that had the means to strike in sterling silver – with a minimum of 1,000 pieces at \$24.67 each. Too rich for our means. To have it sterling silver plated can be done by this company.

Membership renewals

As stated in the administrator's report, we took in 51 new members with 303 delinquents

CMH AWARDS COMMITTEE REPORT Fall 2020

Committee Membership: Bill Emerson, Will Gorenfeld, John Reichley, Gordon Jones, and Mark Kasal.

Fellows:

One nomination received since last report, which was return to be organized so the committee could evaluate the nomination properly. Hopefully a revised nomination will be received later this year.

Founders Award:

No nominations received since last report.

Commendation Award:

No nominations received since last report.

Other Notes:

The lack of an annual meeting where members interact and exchange ideas, along with the lack of talks at the meeting, caused by the Covid virus, may have caused some members to not think of deserving potential recipients.

The Awards Committee chair is ready to assist those members who may need guidance in drafting an award nomination (just email Bill Emerson at bemerson@knology.net).

Respectfully submitted
William K. Emerson, Chairman
October 28, 2020

ENDOWMENT FUND COMMITTEE REPORT
October 2020

Committee Membership: William Emerson, Fred Gaede, John Robertson, John DePue, Craig Bell.

Online Giving: The revised CMH website now includes the ability for members to give to the Endowment Fund. This is a significant improvement.

Fund Status:

The CMH financial advisor remains Sullivan Bruyette Speros & Blayney (SBSB) of McLean, VA. Last year the committee rebalanced the funds with the assistance of SBSB.

As of October 27, 2020, the Endowment Fund's account value was \$971,658.32, which includes \$20,340.72 in cash. Of the cash balance, \$660 reflects members contributions to the Endowment Fund. Market growth, dividends, and member contributions together reflects a growth of \$12,4212.06 since the spring report.

As of this date the Endowment Fund has, since its inception, distributed a total of \$167,392. This has provided a substantial part of recent operating funds. Operating funds disbursed from the Endowment Fund for the last five years total \$80,200 with yearly breakouts listed below:

October 2015	\$15,000
November 2016	\$27,000
2017	\$0
September 2018	\$20,000
October 2019	\$12,700
December 2019	\$5,500

The Endowment Fund continues to have a long-term outlook. While the market is still volatile, once the committee receives a target for next year's operating fund distribution, we would like to consider purchasing additional investments with remaining cash on hand, which includes the recent \$660 contributions. (\$780 was subsequently forward to the committee.)

Respectfully submitted,
William K. Emerson, Chairman
Electronic Editor's Report

Electronic editor's report
October 28, 2020

Website traffic remains stable and has increased since the end of September. The Company still maintains a Facebook Page, a Twitter account, and a LinkedIn Group. Yahoo Groups basically eliminated all of the non-e-mail functionality of that service in December; it will entirely disappear in December 2020.

I spoke with a web development company referred to me by Craig Bell as well as a couple of additional resources. Most of the companies were unable or unwilling to address the online index. As mentioned in the April 2020 report, I was frustrated enough waiting for consultants to be responsive, that I was just about ready to revise the site on my own. In the end, that is what I have done utilizing WordPress as the content management system (CMS) for the site. Additionally, I have used a few relatively inexpensive plug-ins for Word Press along with an inexpensive professional template. I believe I spent about \$300 in total of the software involved. (I haven't gone through the bills yet).

When the scope of the project was reconsidered in October 2019, the Board wanted the website to address the following issues:

- Create a responsive website (one that is easy to view on mobile devices, tablets, and traditional computers (this has been completed).
- Update the online index; it is in a SQL database (this was the major concern as the index properly redeveloped can link to the point of sale (POS) system as well; I believe with our user base that the index needs to be separate from the POS and not imbedded within the POS system.) (this was completed separate from the POS. However, I have been able to integrate the basic functionality of PayPal POS into the site.
- Develop a POS system to allow for the purchase of digital content; back issues and MUIA plates. (Comparing the current sales levels makes little sense, as there currently the ability for immediate downloads. There are methods for digital distribution of the journal that don't require access to a POS system.)
- There was also the desire to allow individual chapters, conference organizers, etc. to directly update the site. That functionality exists and I announced that to the Vice President for Administration. At this point, I have not heard from any chapter except for the two which I reached out to for the pilot. However, as of this point, no one has asked for access.

The project took well over 200 hours of work over the summer and early fall. The @CMHist Twitter Account currently has about 255 followers. No one has sent me information to post excepting Juanita for the 2020 conference in more than a year. The Company's LinkedIn Group has 165 members. During the 2019 Conference in Columbus I was asked to provide editorial access to the Facebook page to others. My understanding is that that they were to take over posting materials on the Facebook site. I do not believe that anything has been posted since my last post of photographs in November 2019. Todd Post, who originally set up the Facebook page, remains as an administrator as well.

Please let me know if you have any questions.

Mr. Myers Brown
Vice President for Publications:

I am pleased to report that we presently have a sufficient number of plates on hand for the 2021 MUIA total of 12 color plates. All the texts are done and the one outstanding plate, which is done especially by longtime contributor and acclaimed artist David Rickman. We also have plates by other reputed military artists such as Keith Rocco and Gerry Embleton as well as the late Bob Marrion and Hugh McBarron. As in the past, we have several plates of original art showing military dress rendered by artists who saw them including a superb 1889 large painting by Frederick Remington. This later instance cannot always be achieved, but it is your editor's wish that at least some of our plates, besides being valuable material culture renditions, also inspire some subscribers to frame and hang them up in their den. The 2021 plates are:

1001 U.S. Infantry in grey uniforms, 1814 - K. Rocco / R. Chartrand

1002 British Army Medical Department, Canada, 1812-1815 - R. Marrion / G. Newfeld

1003 114th Polish Demi-Brigade, Haiti, Officer, 1803 - C.H. Smith / R. Chartrand

1004 Mexican Imperial Cavalry, Trooper, 1821-1823 - D. Rickman / R Chartrand

1005 6th Regiment, New York State Militia (Governors Guards), 1st Division, 2nd Brigade, 1853-1854 - Boetticher / A. Gero

1006 Indian Department, Canada, officers, 1823-1827 - C. Stadden / R. Chartrand

1007 USAF Uniforms, 1950s - H.C. McBarron / W.K. Emerson

1008 Portuguese Marine Infantry, late 17th and early 18th centuries - R. Marrion / R. Chartrand

1009 Mexican Rurales Major and 5th Cavalry Regiment, 1889 - F. Remington / R. Chartrand

1010 Chilean Regular Infantry Uniforms, 1878-1879 - J. B. Salazar / A. Gero

1011 Goreham's Rangers, 1755-1756 - G. Embleton / R. Chartrand

1012 Independent Boston Fusileers, c. 1852 - G. Chandler / R. Chartrand

Certain subjects seem somewhat more difficult to find, both for suitable art and also for texts by knowledgeable material culture historians. Your editor fills the gap in most cases thanks to his photo archives and research endeavors, but is not an expert on all matters, of course, and especially appreciates the assistance given this year by Tony Gero, Gareth Newfeld and Bill Emerson.

In closing, I again take pleasure in drawing your attention to the fine layout work done by Chuck Viet and the editorial proofreading by volunteers. The excellent guidance and dedication of our administrator is of course essential to the MUIA plates. Last but not least, profuse thanks to the artists who have contributed original plates.

Respectfully submitted,

René Chartrand

Gatineau (Aylmer), Québec
October 2020

Report of the Editor, MC&H

By the time of this conference, three issues of the Journal will be published and mailed to the membership, the fourth is currently being printed.

Due to an unexpected receipt of new material, it appears we will have enough material for the 2021 series.

David M. Sullivan