

Minutes, 14 Mar 2026 CWB Board of Directors Meeting

Red Barn Classroom, Museum of Flight
Meeting was called to order at 1300.

Board members present: Bob Stoney, Dan Shoemaker, Jay Borella, John Haug, Brian Ruby, Peter Jackson, Kerry Edwards, Paul Youman, Bob Hill, Justin Drafts, Trent Hendricks

Attending: Heijo Kuil, Gary Shipler, Robin Hill, JF Valle, Chris Hoffman, and Carl Hendricks

CO called to order at 1302:

1. Handed out copies of agenda with slightly modified formatting; stated goal of meeting duration not to exceed 90-120 minutes.
2. Minutes for 14 Feb meeting accepted unanimously.

Old Business

- A&P Scholarship report and proposal (Bob, Gary)
CO presented a detailed proposal for the A & P Scholarship, with three derivative alternate proposals.

Proposal 1: In the present, form an A & P Scholarship committee consisting of a chairman and two members. Task said Committee with running the program including soliciting donations, publicizing, developing program criteria; liaising with schools, candidates, awardees, and CWB Board for all aspects of program. Further, commit \$2,000 towards tuition for one awardee each at Clover Park Community College (scholarship to be named for Fred Smyth), and at Big Bend Community College. In the future, consider endowment funding; partnering with EAA Chapter 406. FO agrees to track Pilot and A & P Scholarship inflows and outflows as separate line items without creating separate accounts.

Proposal 2: Establish committee as described but fund only one awardee for Clover Park as an experiment.

Proposal 3: Establish committee as described, but fund two awardees at Clover Park only.

Proposal 4: Proposal 1 but commit money to A & P testing instead of tuition.

Each school has mechanism in place to fund scholarships through contributing to a foundation; but they differ in degree of control allowed to CWB in selection criteria; in frequency of education cycle; current existence of endowment option; residential/non-residential program.

Motion made by Pete J. to accept Proposal 1; seconded by Adj. Much discussion followed, board voted 8 in favor, 1 against, with 1 abstention.

- Pilot Scholarship status and next steps (Pete)

Peter J. reported that Scholarship committee had chosen four awardees plus one alternate and requested approval to send out award letters and request commitment letters as required; requested approval to convert alternate to fifth awardee. FO pointed out this would increase existing approved line item by \$1,250. Justin D seconded, board approved with 6 in favor, 3 dissenting. Brief board-wide discussion of requirements for CWB mentors, possible volunteers include Trent H., Co, FO, XO. It was unanimously agreed that Mentors should at minimum, follow EAA guidelines for background checks and appropriate SOPs for interacting with minors. Robyn H suggested defining/clarifying criteria for choosing Pilot Scholarship awardees.

- CWB member shirts and hats

Trent H. reported finding a vendor who can supply shirts and hats of the same brand as previously; with a two-week turnaround time, and no minimum order required. Embroidery for the hats would cost \$10-15; for polos, \$55-60. Orders to be routed through Trent, who will publicize the options through Newsletter. FO requested vendor information for accounting purposes.

Kerry E. reported that a shop he has worked with quoted \$15-20 to add a logo to front of jacket; \$12 to add name; and a minimum of \$50 and up to \$100 depending on complexity for a jacket back design. Jacket choice to be determined.

Staff Reports (specific items for discussion should be provided in advance)

1. Operations

a. Hosted socials

No feedback/volunteers yet received; if no interest will drop from schedule.

b. Hillsboro/Olympia

Need more CWB members to sign up.

c. Prosser

New event offering CWB good deals.

e. Formation flights (and Young eagles)

For present, CWB is signing up for single plane passes, not formation flights, this might change in future.

Also discussed demand for flyovers by towns (three requested by Evergreen Racetrack and two by Yakima), how to handle costs and the strict flight criteria.

HFM Flyday conflicts with ours, might require assigning an Ops O for our flyday (XO offered to stand in if required). **[Calendar of events has HFM Flyday listed for 23 May; our flyday is 6 June—Prosser is also listed for 6 June; which here is correct?]**

2. Safety

a. No report.

3. Finance

- a. Turn over update/financial overview
Still ongoing—volume of information passed down precluded overview or trends report. CWB currently has \$166,000 in savings, which generates \$5000 in interest per year; \$5,000 in checking.
- b. Status of action items
Sent out poll to membership who voted 76 to 4 in favor of sharing limited contact information with membership; determined there is \$800 of PX items; assorted non-saleable furniture and Marshallers gear, still looking for storage location and a hand off SOP. CWB can currently accept card payments via tap on iPhone; chip or swipe cards cannot be accepted, nor can Android phones be used.

4. Adjutant

- a. No report.

New Business

1. Scheduled items

- a. PX options, ideas (CO); deferred to future meeting.
- b. Virtual Meeting Debrief. (Trent)—the board debriefed based on several messages received from virtual attendees; all agreed that the virtual meeting was a success.
- c. Social Media Plan/Schedule for 2026. (Trent)—deferred to a future meeting.
- d. Should Adjutant use Otter.ai to record board meetings—the adjutant shared the results of this tool, which records verbal conversations and converts them into text simultaneously, to board members and asked for comment. An action item is taken for board members to review responses and ADJ to make proposal at next board meeting.

2. Proposed Items

- a. Should we resume focus on recruiting? If so, where should we focus our efforts, and what should those efforts consist of? Any new data or analysis from last year's pilot recruiting letter? (Adj.) Deferred to future meeting.

Action Items

Who, what, when due

#	DATE	ACTION FOR	ACTION ^{1,2}	DUE DATE	STATUS
8	3/14/26	FO	Research Square for PX purchases.	April board meeting	Open
11	3/14/26	CO	CO to solicit members for A & P Chairman and Board members; and kick-off the Scholarship	May 1, 2026	Open
12	3/14/26	Peter J.	Send out Scholarship acceptance letters; solicit commitment letters	1 Apr ?	Open
13	3/14/26	Peter J.	Complete research on and finalize eligibility criteria/SOPs for Pilot Scholarship Mentors	1 Sep?	Open
4	2/14/26	FO	Email membership for ideas for possible central/consolidated storage of squadron assets. Collate responses.	April board meeting	OPEN
14	3/14/26	All board members (then FO)	Review Otter.ai information provided by ADJ. ADJ to review responses/inputs and, as desired, make a proposal at future meeting.	April Board meeting	Open

Meeting adjourned at 1505

¹ Routine/periodic actions (e.g.: Newsletter inputs, adjutant doing meeting minutes) are not included.

² Actions will be removed at each board meeting and, once complete, will be removed from the list.