

42d Royal Highland Regiment of Foot, Grenadier Company Annual Business Meeting

Due to COVID-19, the annual business meeting was a combination of emails to the membership dated 3/22 & 4/4, along with electronic voting on New Business items held the week of 3/29-4/4. The Board of Directors discussed additional items during the month of April. Below is a compilation of all communications.

OFFICE HOLDER REPORTS:

Commander: Shawn Hall – 2019 report was printed in the March newsletter.

Vice Commander: Don Fisher – 2019 report was printed in the March newsletter.

Board of Directors: Will Hamilton, Katie McNulty, Jim Morris, Kayte Ossler, Harvie Teague – No report

Adjutant: Kayte Ossler – 2019 report was printed in the March newsletter.

Paymaster: Kayte Ossler – 2019 report was printed in the March newsletter.

Corporate Agent: Don Fisher – 2019 report was printed in the March newsletter.

Quartermaster: Jillian Miller – 2019 report was printed in the March newsletter.

Armorer: Cliff Catt – 2019 report was printed in the March newsletter.

Provost Marshal: Don Fisher – 2019 report was printed in the March newsletter.

Sergeants-at-Arms: Mark Coovert & Cole Miller – No report

Publication Editor: Jim Morris – No report

Webmaster: Carol Morris – No report

Historian: Matt Murphy & Martin Webb – No report

JAG: Martin Webb – No report

I.G.: Will Hamilton – No report

ORGANIZATION REPORTS

NWTA Report: The NWTA has made some changes to their Bylaws and Operations Manual. These may be found on the NWTA website.

AUDIT REPORTS

Unit Treasury Report –

The financial audit was conducted by Fish and Will on February 1, 2020. See Appendix A for the full write-up.

Property Inventory Report –

The listing was updated to show who has what as of the end of 2019. See Appendix B.

COMMITTEE REPORTS

Last Post – Kayte Ossler

No new additions.

Pictorial GIR – Will Hamilton & Kaitlin Kinney

In progress.

Kit Acquisitions – Shawn Hall

Underway

Operations Manual Committee – Katie McNulty, Harvie Teague, Will & Holly Hamilton, Dan Ford, Martin Webb

Drafted and circulated for member review & comment. This will be voted on using Survey Monkey.

Line Report: Tabled until in person meeting can occur.

Distaff Report: Tabled until in person meeting can occur.

OLD BUSINESS

Regimental Colours – Shawn Hall

Redbeard is working on painting the Regimental colors.

Refurbish/Refit of Button Mold – Martin Webb

A response is still pending from Marty regarding his button mold re-detailing efforts.

Seven-Year War – Shawn Hall

Discussion is tabled

Niagara Trip – Shawn Hall

Discussion is tabled

Not-for Profit Status – Kayte Ossler

This project was completed in September. We have our official 501(c)(3) status back.

NEW BUSINESS

Membership Recognition

Deferred until this can be done in person

Election of the 2020-2021 Board of Directors

The people nominated to the Board of Directors are listed below. Those with asterisks (*) were elected.

Don Fisher	Will Hamilton *	Jim Morris *
Dan Ford *	Emily Hayes *	Kayte Ossler *
Shawn Hall *	Katie McNulty	Harvie Teague *

NOTE: Don Fisher withdrew in the middle of the voting window due to family obligations.

Of the elected board members, Shawn Hall was the only one who voiced a desire to stand as Regimental Commander. Shawn designated Will Hamilton as the Regimental Deputy Commander.

The following members have been appointed to staff positions for 2020.

Paymaster – Kayte Ossler	Provost Marshal – Patrick Ossler
Adjutant – Kayte Ossler	Sgt at Arms – Mark Coover & Eric Dilger
Quartermaster – Jillian Miller	Publications Editor – Jim Morris
Armorer – Cliff Catt	Historian – Will Hamilton
Inspector General – Will Hamilton	Judge Advocate General – Harvie Teague
Corporate Agent – Don Fisher	

Operations Manual

Voting was via Survey Monkey. The document was approved unanimously.

By-Laws Amendments 2 & 3

Voting was via Survey Monkey. The amendments were both approved with a vote of 38 Yes / 1 No / 1 Abstain

Company Store Inventory

This topic has been added to the Board's project list. It will be discussed if it's in the best interest of the Unit to expand the items kept in the Company Store.

GR Belly Box Stamp

As shown on the Property Inventory Report, this piece of Unit property is in Marty's possession. The Board has been trying unsuccessfully to regain possession. The Board will continue its efforts.

Christmas Party

This topic has been added to the Board's project list for discussion & research.

Event Schedule

Voting was via Survey Monkey. Subsequent to member voting, the Board voted to make the events listed in the 1st column "Unit Sanctioned". Anyone attending the other events will need to register independently.

39 votes for Vincennes	15 votes for Locust Grove
38 votes for Ft. Massac	10 votes for Ft. de Chartres (both June & October)
35 votes for Feast of the Hunters Moon	6 votes for Lebanon, IN
30 votes for Celtic Fest Ohio	6 votes for Ft. Meigs
23 votes for Forest Glen	3 votes for Stricker's Grove
22 votes for Cantigny	

2020 Budget

A proposed budget was reviewed and approved by the Board of Directors. See Appendix C

Muster for 2021

This topic has been added to the Board's project list for discussion and research.

2021 Dues

Tabled.

Respectfully Submitted,

Kayte Ossler
Adjutant

42nd Royal Highland Regiment

Re: Official financial audit for 2019 Fiscal Year

Date 2/1/2020 9:51am-10:48am

To: The 42nd RHR Board of Directors

The financial records of the 42nd Royal Highland Regiment (42nd RHR), and the bank records from Purdue Federal Credit Union (PFCU), from 1/1/2019 through 12/31/2019 have been inventoried, examined and found by the audit committee, Don Fisher and William Hamilton, to have the following discrepancies: Warrant Order #19-25 had an annual budget of \$25, but an actual board approved expense of \$97.50 due to unforeseeable circumstances; Warrant Order #19-26 totaling \$31.00 had an allowed budget of \$20.00, but there is no supporting documentation of board approval for this overage; Warrant Order #19-27 was a board authorized purchase of \$120 that was not part of pre-approved annual budget. All other aspects of the audit were found to be correct. The audit was conducted at the residence of William Hamilton. Paymaster, Kayte Ossler, was present with all required documents and records available digitally and in print.

All bank register transactions, including 36 in checking and 16 in savings were reviewed. There were 12 monthly statements from PFCU, 32 regimental warrants, the checking account register, savings account register, 2019 actual financial summary and 7 pages of general ledger accounts.

For the 42nd RHR Fiscal Year 2019 (1/1/19-12/31/19):

\$3,984.74 Total Income

\$5,107.20 Total Expenses

\$1,122.46 Net Deficit

Beginning Balance	Checking: \$37.15	Savings: \$10,257.60
Ending Balance	Checking: \$942.95 (check #4188 not yet cleared \$50.00)	Savings: \$8,279.34

Items of note:

No Further Concerns were addressed by the audit committee.

Suggestions concerning financial procedures for the future:

- Recommend all future transactions have an assigned warrant order number, and that warrant order number should be the first column in the Excel-based bank ledgers to allow easier tracking.
- Recommend reverting recently adopted accounting practices to standard accounting procedures commonly accepted in the accounting community.
- Recommend when multiple Warrant Orders are incorporated into singular deposits, they should be listed in a singular cell on the bank ledger as displayed on 6/3/19 versus 4/9/19.

Respectfully submitted,

Don Fisher & William Hamilton

42nd Royal Highland Regiment

Property Inventory - 2019

Item	Possessed by:	Comments
Bell of Arms	Will Hamilton	
GR belly box stamp	Martin Webb	
Button mold	Martin Webb	
Flag (#1) (including pole, cord, & finial)	Don Fisher	Finial location is unknown
Flag (#2)	Matt Adams	
Adjutant portable hard drive	Kayte Ossler	
Commander portable hard drive	Shawn Hall	
Communications Editor portable hard drive	Jim Morris	
Historian portable hard drive	Martin Webb	
Paymaster portable hard drive	Kayte Ossler	
Commander gavel	Shawn Hall	
Large framed Unit photo	Robin Klepfer	
Ribbon for service medals	Kayte Ossler	1 roll navy blue grosgrain 9 rolls gino-striped grosgrain
"Baker" regimental	Dan Ford	Dan Ford traded his regimental + \$100 for the "Baker" regimental
"Ford" regimental	Eric Dilger	
"Baker" waistcoat	Patrick Ossler	

"Baker" canteen	Shawn Hall	
"Baker" hat tin w/bear, bonnet & fatigue	Justin Chowning	

Regimental Account #	Account Name	Budget
Income		
1100	Membership Dues	
1110	Unit Dues	\$ 825.00
1120	NWTA Dues	\$ 815.00
1200	Event Attendance	\$ 2,000.00
1300	Company Stores	\$ 100.00
1400	Powder/Ordnance Supplies	\$ 50.00
1500	Other Income	\$ 5.00
	TOTAL INCOME	\$ 3,795.00
Expenses		
2100	Umbrella Organizations	
2110	Umbrella Org - NWTA	\$ 815.00
2200	Corporate	
2240	Liability Insurance	\$ -
2250	Morale (Xmas party)	\$ -
2260	Bank Fees	\$ 35.00
2300	Communications	
2310	Website	\$ 425.00
2320	Newsletter	\$ 150.00
2330	Recruiting materials	\$ -
2400	Meetings	
2410	Muster Facility Rental	\$ -
2420	Muster Meeting Food	\$ -
2430	Meeting Materials - copies & postage	\$ 50.00
2440	Other Meetings	\$ -
2500	Bereavement (\$125 each)	\$ 375.00
2600	Company Stores	
2610	New Member Shillings	\$ -
2620	Years of Service Awards	\$ 600.00
2630	Black powder/ordnance supplies	\$ -
2640	Material (baghose, wool, linen, lace)	\$ 600.00
2650	General Merchandise	\$ 500.00
4000	Miscellaneous	\$ 100.00
Staff Accounts		
4100	Commander	\$ 25.00
4200	Adjutant	\$ 25.00
4300	Paymaster	\$ 75.00
4400	Historian	\$ 25.00
4500	Provost Marshal	\$ 100.00
4600	Corporate Agent	\$ 10.00
	TOTAL EXPENSES	\$ 4,310.00
	Total Income:	\$ 3,795.00
	Total Expenses:	\$ 4,310.00
	Net Income:	\$ (515.00)