

**MEMORIAL RIFLE SQUAD  
ANNUAL MEETING  
JANUARY 6, 2018  
(APPLE VALLEY AMERICAN LEGION POST 1776)**

CALL TO ORDER: 10:00 HOURS  
Pledge of Allegiance: Ken Gibson  
Invocation: Dan Kirchoffner

Roll Call of Officers and Squad Leaders:

Commander	Allan Johnson
Vice Commander	Dan Kirchoffner
Chaplain	Dan Kirchoffner
Adjutant	Harry Braaten
Finance Officer	Terri Winter
Quartermaster	Rich Asbury (not present) Gary Klein – Assistant Quartermaster
Ordinance Officer	Howard Tellin
Trustees	Richard Geis Bob Nelson Charlie Korlath
Historian	Jim Jore
Judge Advocate	Tom Mullen – not present
Web site coordinator	Ken Tibesar
Officer of the Day	Ken Gibson
Medical Officer	Rich Zech – not present Gerry Ballot – Acting Medical Officer

Squad Leaders:

Monday	Mike Rose
Tuesday	Dan Fisher
Wednesday	Mike Hanzel
Thursday	Ray Frisvold
Friday	George Weiss Jr.

Total of 86 Members Present.

Honored Guest:

Ame Callahan	FSNC Executive Director
John Knapp	FSNC Associate Director
Stephan Whitehead	Disabled Veterans of America (Minnesota) Foundation
Lotta Smith	Hopkins American Legion

Ray Harmsing  
Tom Robbins

Hopkins American Legion  
Hopkins American Legion

Minutes from Sept. 7, 2017 were posted for 30 days, no changes, or corrections were made, Minutes are approved. *(June 7, 2017 Officers/Squad leaders meeting, motion was made, seconded, motion passed, that after 30 days, with no changes or corrections, minutes are approved).*

Bob Nelson made a few announcements.

Mike Hanzel (new Squad Leader for Wednesday) wanted to thank all for being at the service of Leo Noe, this past Wednesday 1/3/2017.

## **OFFICERS REPORTS:**

### **Adjutant:** Harry Braaten

A reminder to make sure that any donations received gets placed in the file cabinet that is located in the storage room. Also to make sure that there is an address, if possible, to put the address on the donation form that gets filled out. Having trouble getting some addresses from out of the state Cremation Societies.

I also found a thank you note tacked to the bulletin board, IT HAD A CHECK WITH IT, THIS **SHOULD NOT HAPPEN.**

Motion to accept report made by Charlie Korlath

Second by Terri Winter

Motion Carried.

### **Historian;** Jim Jore

The cemetery schedules that are kept go back many years.

Motion to go back 3 years and to shred the older schedules.

Motion made by Terri Winter shred old.

Seconded by Ken Gibson

Motion carried.

Motion to accept report made by Terri Winter

Seconded by Ken Gibson

Motion Carried

### **Trustees:** Rich Geis

A review was conducted to the MRS financial records maintained by out F.O., Terri Winter, on Wednesday January 3, 2018. The review examined documents from January 2017 through November 2017, included bank statements of our checking and CD accounts, copies of deposits to the accounts, photo copies of checks for incoming funds, and the MRS check book. A December 2017 bank statement has not been issued at this time of this review. An examination of the

December 2017 records will be completed following receipt of our bank statement for that month.

All of these documents appear to be in order and complete for the time period noted above. All billing has been completed and paid through November.

At this time, the MRS account balance is \$34,160.90 in checking and \$15,565.35 in CD form as of November 2017. Total funds: \$49,726.25. The CD is renewable 1 March 2018.

An examination of the December 2017 records will be completed following receipt of our bank statement for the month.

Motion to accept report made by George Weiss  
Seconded by Sandy Kleinke  
Motion Carried

**Quartermaster:** Gary Klien

All is in good shape with the things that we need.

If you get a new member, make sure that you get a jacket size

If in need of anything, please contact him.

Motion to accept report made by Ken Gibson

Seconded by Jim Jore.

Motion Carried

**Finance Officer:** Terri Winter

Reminder that Gall uniform has bought out Uniforms Unlimited, The cost of Shirts has gone down to \$24.99. Not sure of cost for pants, but cost to bring on a new member has gone down.

Average of donations can be anywhere from \$1,000 – 2,000 per month, for deposits. Average cost to MRS, for coffee and water is \$980.00

Motion to accept report made by Charlie Korlath

Seconded by Mike Rose

Motion Carried.

**Medical Officer:** Gerry Ballot

Nothing to report.

Bob Nelson asked question about a refresher on the AED.

Gerry would do refresher, just have Squad Leader get together with him to set up a time.

Motion to accept report made by Lee Aragon

Seconded Mike Rose

Motion Carried.

**Vice Commander:** Dan Kirchoffner  
Nothing to Report.

**Commander:** Allan Johnson

FSNC main office is in the process of making signs to where the MRS bus will be parking at the different shelters. Will there be paint on the pavement? John Knapp, FSNC, followed with discussion and said that there are no plans for marking the pavement for now.

Concern was mentioned about fumes from the bus.

New security system is in place at the Squad room.

New procedure at the shelter, concerning the Lead car.

The 'Presidential Memorial Certificate' will now be handed to the family, instead of mailing it. (It has taken several weeks for the family to receive the certificate in the mail), after the flag presentation. This may make a small delay for the Rifle Squad. The certificate should go under the flag. John Knapp is not sure as to what they are doing at Arlington N.C..

Handicap car should be moved to the front of the line, may ID it by placing the Handicap sticker in window. FSNC is looking at enlarging the pad at shelter 5.

It is hard to change the time of day for a service, as there are many logistics to be concerned about.

John Knapp stated, When the family request the Rifle Squad, the Rifle Squad is in charge, when the request is for somebody else, Army, Air force, etc., they are in charge.

There is no reason why FSNC cannot change a funeral that is 15 minutes late with a funeral that is ready, need to work out the communication with all involved.

Concern at shelter 5 about the rocks, maintenance will look at, and possible to pour an enlarged pad.

Maintenance people have been asked to park in the back, and starting to move to the front of maintenance building again. John Knapp may have to post guard and remind them to park in the back.

John Knapp thanks MRS for volunteering and providing a great job. Says, "We do make a difference ". This is a top-notch program.

**Ordinance Officer:** Howard Tellin (report was forgotten earlier)

The cleaning patches and the oil are bought locally.  
Chamber brushes, keep using.

New assistant Ordinance Officer is John Sobaski.  
Bob Peterson asked if we could refinish the stocks of the rifles.  
(No action was taken). Has to ask commander for approval.

Motion to accept report made by Terri Winter  
Seconded by Steve Landgraf  
Motion Carried.

Commander Johnson made two special presentations;  
One to the Disabled Veteran of America, Minnesota Foundation, for their donation of  
\$5,000.00 for uniforms. Stephan Whitehead accepted a plaque for their contribution.

Second presentation was made to the Hopkins American Legion for their  
donation of \$1,838.00 for the replace of plaques for the departed members.  
Accepting the plaque were Loretta Smith, Ray Harmsing and Tom Robbins.

Motion made to accept the Commanders report by Dan Fisher  
Seconded by Charlie Korlath  
Motion Carried.

### **Squad Leaders Reports:**

**Monday:** Mike Rose  
Squad is in good shape, have 3 to 4 members with some Health issues  
Or are on leave.

**Tuesday:** Dan Fisher  
Squad has 26 active members.  
19 – 22 members average for Tuesday.  
2 members passed away.  
1 member retired  
1 new member

**Wednesday:** Mike Hanzel  
Squad is in pretty good shape with 26 members,  
(6 or 7 are on vacation or have medical issues.  
Average 18 members a week.

**Thursday:** Ray Frisvold  
Squad is doing well. Have 22 active members, with an average of 19  
per day, with average 8+ funerals.

**Friday:** George Weiss Jr.  
23 members on the squad.  
Average 12 – 14 funerals on Fridays.

Unfortunate this past week to have given Honors to 3 of the Friday Squad members in one day.

Motion to accept the Squad Leaders reports

Seconded by Bob Sheldon

Motion Carried.

**Old Business:**

Rifles on the Bus: If the Rifles stay on the Bus, then somebody has to stay on the Bus also, otherwise the Rifles are to be brought back inside into the Squad room, unloaded.

By-Law change: Harry Braaten

The proposed change was discussed at the Officers/Squad Leaders meeting Sept. 7, 2017. A motion was made at this time and the motion Carried.

Change Article X from Co-Founders and Charter Members to Article X: Finances.

Section 1. Expenses:

To have \$1200.00 as a fund for the Commander to use at his/her Discretion. Any single expense over \$1200.00 must have a majority vote of all Members present at the Annual meeting or Special meeting called by the Commander, with the exception of the following;

- The Annual Meeting held in January.
- The Installation of Officers Ceremony.
- Special Ceremonies, such as, The 40<sup>th</sup> Anniversary of the Memorial Rifle Squad in 2019.

Change Article X to Article XI – Co-Founders and Charter Members.

Motion made to accept

Seconded by Mike Rose

Discussion:

Steve Landgraf – “Why have \$1200 at the discretion of the Commander?”

For any major expenditure there must be a committee formed.

A compromise was talked about for the amount to be \$500.00 to \$1000.00.

Membership voted on Motion to accept the By-Law change.

Motion was denied.

**The current By-Laws will stay the same and will not change.**

Installation Dinner: Harry Braaten

A committee was formed last year, they visited 18-20 different Venues. The committee came back to the Commander with their recommendations. A ballot was discussed, about voting for the three Venues on the ballot,

Embassy Suites, The Mermaid, and Mancini's, in order of members preference. With the most votes going to be the place in 2020, second place votes in 2021, third place votes in 2022, with the exception of the Anniversary dates, such as the 40<sup>th</sup> Anniversary in 2019, 45<sup>th</sup> in 2024.

The three venues would stay in a rotation thereafter, again, except for the Anniversary dates.

Locations of the venues were mentioned, the price is compatible,  
Would like to know the price differences.

Motion made by Denny Landgraf to postpone the vote and wait for the Members doing Honors at FSNC to get to this meeting.

Seconded by Tom Goodwim.

Motion tabled.

Question asked, "Why Mancini's all the time?"

George Weiss explained that Mancini's was there when we needed help in the early stages of MRS. It has been a tradition".

Rain Coats: Allan Johnson

The check for \$5000.00 presented by the DAV is marked for uniforms (Noted on the check).

Discussion about voted last year to not talk about jackets for three years.

Motion made by Mike Rose to purchase 42 raincoats and pants.

Seconded by George Weiss.

Motion was denied.

Discussion;

What to do with the money? Set up an account just for uniforms with this check or give the check back.

Mike Rose made a motion, and was seconded by Terri Winter, Motion is if we are keeping the current raincoats, lets repair, replace and get better labels on them and to throw the bad ones out.

This is maintenance that should be done by the Quartermaster.

Amendment to the motion is to keep the same design.

Motion Carried.

Bob Bowen – Would like to see the reading the names of the members that have passed away during the past year come back to this Annual meeting.

Lunch break

A motion was made by Tom Goodwin to take the postponed dinner venue motion off the floor.

Motion carried

Discussion for the members that were doing Honors.

Bob Sheldon – made motion not to use the ballot that was handed out.

Seconded by Lee Aragon.

Motion carried – not to use ballot.

No vote was taken on any venue for the Installation Ceremony.

2018 Installation Ceremony will be at Mancini's

2019 will be the 40<sup>th</sup> Anniversary of the Memorial Rifle Squad.

Venue is to be voted on at a later time.

New Business:

Bob Peterson made a proposal that we recognize and honor Rifle Squad Members who retire or leave after serving several years of volunteering.

Currently all we do is thank them for their time and effort and ask that they turn in their uniforms.

The VA honors them by putting on a luncheon every year and giving them a pin with the number of volunteer hours accumulated.

I would like to see us present departing members a plaque with the Memorial Rifle Squad seal on it, their name and number of years volunteered.

The guidelines for this presentation would be for a minimum of at least 10 years volunteering.

A few years ago the MRS presented Mancini's Restaurant with a plaque thanking them for all the years they have hosted our annual dinner. We pay them to host these dinners; at least we could do our departing members who give their time and effort for free the same recognition.

Motion to accept this proposal was made by Lee argon.

Seconded by George Weiss.

Motion carried.

(For the record, George Weiss said the Friday Squad has been doing this for a while.

Dan Fisher also mentioned that the Tuesday Squad gives Certificates).

Ken Tibezar gave a presentation about wooden flag cases that are made at the Veterans Home in Hastings. Cost is \$65.00 for a solid wood case, higher cost for a dark wood case.

A motion was made by Ken to provide a wood case to departed Memorial Rifle Squad member. With such a case, that would be given to the family at the service.



An amendment was made to keep an inventory of 5 to 6 cases on hand by the Quartermaster,

Motion was seconded

Discussion:

Ray Frisvold wondered if this would extend the service even more. It would be up to the Squad Leader on how to do the presentation.

Motion Carried.

Dan Fisher made a motion to purchase 50 to 100 of the Jim Hoy books, About the Memorial Rifle Squad, to hand out to new members and to the family members of MRS members that have passed away that didn't receive one.

Seconded by Terri Winter

Discussion:

John Knapp thought that it was a great way to continue the legacy of the men and women who are a part of the MRS. Funny thing is, if we purchase these books from Jim Hoy, he has already said that 100% of the money will be returned to the MRS.

Motion carried.

Special presentations made by Commander Johnson:

Two members, Ray Frisvold and Glen O'Malley, by 2017 Proclamation Were given plaques that state that they now are Co- Founders of the MRS. This is long overdue.

Good of the Order:

Bob Nelson nominated the Apple Valley American Legion for the Annual meeting to hold in January of 2019. (No Discussion was made on this topic).

Unanimous decision.

Motion carried.

Commander Johnson's outgoing statement to members,

It was a challenging year, I have learned a lot. I would like to thank my team for helping, and to each Squad member, I am proud of all of you.

God bless you all. Commander Johnson.

Election of Officers:

Nominations for commander were called for three times.

Terri Winter nominated Mike Pluta, Mike withdrew his name.

No names were placed on the ballot.

Vice Commander: Sandy Kleinke

Rich Geis gave an introduction of Sandy.

George Weiss made a motion to have Adjutant cast a unanimous vote for Sandy as Vice-Commander.

Seconded by Terri Winter.

Motion carried.

Finance Officer: two names on the ballot are Terri Winter and Bill Lee.  
A vote will take place.

Mike Pluta spoke in favor of Terri .

Mike Hanzel spoke in favor of Terri.

Dave Fleming spoke in favor of Bill.

Quartermaster: Rich Asbury

Ordinance Officer: Howard Tellin

Rich Geis made a motion to have a unanimous vote cast by the Adjutant in favor of Rich Asbury and Howard Tellin to continue their positions.

Seconded by Mike Pluta

Motion carried.

Trustees:

3 year – Rich Geis

2 year – Mike Pluta

1 year –

Mike Pluta nominated Bob Nelson for the 1 year Trustee.

All names were accepted and vote was unanimous.

1 year – Bob Nelson.

Judge Advocate:

No names were nominated from the floor.

This position was not filled.

Chaplain:

No Nominations from the floor.

Dan Kirchofner said that he would offer do it for 2018.

Dan's name was added to the Ballot.

Motion made by Rich Geis to accept the Ballot

Seconded by Mike Pluta.

Motion carried.

Mike Pluta volunteered to head up a committee, made up of one squad member from each squad, to come up with some type of contingency solution to put into the By-Laws in case of such an incident happening again (no nomination for Commander).

Voting took place.

Page 11

Commander: Names of four members were on the ballot as write-ins:

George Weiss	received 1 vote.
Sandy Kleinke	received 1 vote.
Mike Pluta	received 4 votes.
Dan Kirchoffner	received 4 votes.

Mike Pluta offered his resignation as trustee, to become Commander, only if Dan Kirchoffner declined the position.

It is Dan's decision.

Dan accepted the position as commander.

The vote for Finance Officer:

Terri Winter	27votes
Bill Lee	40 votes.

Benediction: Dan Kirchoffner

Swearing in of the New Officers by Ame Callahan, FSNC Executive Director.

Ame Callahan and John Knapp and the rest of the FSNC staff thank us for all that we do.

Meeting adjourned at 1:20pm.

Respectfully submitted,

Harry Braaten  
Adjutant

Minutes to be posted for 30 days, if no changes or corrections are made; the minutes for the Annual meeting are approved. (*June 7, 2017 Officers/Squad leaders meeting, Motion was made, seconded, motion carried that after 30 days from posting, with no changes or corrections, the minutes are approved*).

### **MEMORIAL RIFLE SQUAD OFFICERS FOR 2019**

COMMANDER	DAN KIRCHOFFNER	
VICE COMMANDER	SANDY KLEINKE	
CHAPLAIN	DAN KIRCHOFFNER	
FINANCE OFFICER	BILL LEE	
ORDINANCE OFFICER	HOWARD TELLIN	
QUARTERMASTER	RICH ASBURY	
TRUSTEES	RICH GEIS	3 YEAR TERM

MIKE PLUTA            2 YEAR TERM  
BOB NELSON           1 YEAR TERM

Page 12

JUDGE ADVOCATE

-----

**SQUAD LEADERS FOR 2019**

MONDAY	MIKE ROSE
TUESDAY	DAN FISHER
WEDNESDAY	MIKE HANZEL
THURSDAY	RAY FRISVOLD
FRIDAY	GEORGE WEISS JR.

**Fort Snelling National Cemetery**  
**Memorial Rifle Squad**  
(For the year of 2017)

**In Memoriam**

Edward K. Burns	10-7-2017	US Marine Corps	Friday 1986-2017
Quentin R. De Nio	10-4-2017	US Army	Friday 2000-2016
Harold A. Goerdts	11-7-2017	US Army	Friday 1998-2016
Howard A. Kittleson	8-21-2017	US Marine Corps	Thursday 2005-2017
John A. Matschi	6-23-2017	US Army	Tuesday 1984-2002

page 13

Leo Noe            12-27-2017    US Navy

Wednesday  
1994-2017

Harold O. Stener 6-25-2017    -----

Tuesday  
1995-2017

Paul Rishavy    10/2/2017    US Marine Corps

Friday  
1993-2012