



DEPARTMENT OF PENNSYLVANIA MARINE CORPS LEAGUE
Board of Trustees Meeting March 2025
MCLPA HQ Building 3-95
Ft. Indiantown Gap, PA

14 Mar 2025

1700 - Opening Ceremony -Meeting was called to order at 1700 by Commandant Henry with the assistance of Sergeant at Arms Sundling and Chaplain Schreiber.

Roll Call of the Officers - Chief of Staff McIntosh

Commandant Henry
SVC McCoy
JVC Diamond
JA Joel Sofranko
Paymaster Sipe - excused
Adjutant Cook
Chaplain Schreiber
JPDC Brady
D1 VC Brown
D2 VC Irvin
D3 VC James
D4 VC Hartman
D5 VC Anspach
D6 VC Sylvia
D7 VC Brown - absent
D8 VC Popovich
Sgt. at Arms Sundling
PAO Officer John Taylor - excused, Assistant PAO Jeff Line present
Chief of Staff McIntosh

Quorum:

If at least 7 are present : In accordance with Article VI, section 635 of the Bylaws of the Dept. of PA, MCL, the Commandant declares that a quorum is present for the conduct of official business.

Minutes of 17 Jan 2025 Board of Trustees meeting:

Minutes were posted online, Motion to accept the minutes of 17 Jan BOT meeting by D2 VC Irvin and second by D8 VC Popovich. Motion carried and minutes were passed.

Report on online votes by the Board of Trustees since last meeting:

- None

Elected Officers Reports - Commandant only wants to know the issues that pertain to the Board. All DVC's received an envelope with District rosters.

- District 1 VC Brown - no issues to present before the board.
- District 2 VC Irvin - no issues.
- District 3 VC James- no issues.
- District 4 VC Hartman- Black Sheep did have an Installation but was not on his report.
- District 5 VC Anspach - Received a call from Bucktail, cannot have their March meeting, will be attending in April.
- District 6 VC Sylvia - PW Milano had their installation of officers.



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- District 7 VC Brown - absent. Commandant has not spoken to him personally in months as he was experiencing heart issues.
- District 8 VC Popovich - no issues to report.
- JRPDC - Brady - no issues brought up.
- JA Sofranko - no issues.
- JRVC Diamond - no issues to add.
- SRVC McCoy - all DVC should have gotten information packet. Spreadsheet for Detachment quarterly meeting.
- Commandant Henry - no report submitted online.

Appointed Officers Reports -

- Paymaster Sipe - excused. Commandant spoke to Tom McIlwee yesterday and he was not able to make this meeting. Still making money on investment accounts. The market is very volatile now. If anyone wants, Tom can get us a financial report for Commandant to email out.
- Adjutant Cook - no issues.
- Chaplain Schreiber - no issues.
- Sgt. at Arms Sundling - no issues. Commandant Henry mentioned SAA had cataract surgery. Glad to see it went well.

Unfinished Business:

- **American Income Life** - Juan is present, who works for AIL. Commandant has approved the letter they send out to all members for life insurance. Detachments do not have to send the card in, it is optional. This is accidental death policy, not for heart attack or cancer etc.
- **Black Sheep Det** - Letter was sent by JA as voted in January. Installation of Officer's was conducted on Tuesday March 10th, JVC Diamond conducted the Installation. Their 990 was received at National on 1/22 which brings them into Compliance. They need to make sure State filing 5110 is completed moving forward need to submit their PLM audits also. For now the issue is closed and no revocation is necessary. JA commented that although they are in Compliance, JVC on the ROI was crossed out due to him being National member at large, now that ROI is up to date, transfer papers will happen and he will be installed. Commandant and SVC and Paymaster missing email addresses on the ROI. Concern is they need to be reached and asking DVC Hartman to reach out to them to express those concerns. Adjutant to remind Commandant Henry to check her records to find email addresses.
- **PLM Audits** - 27 Detachments do not have PLM Audits at National.
 - 7 Det. responded to emails sent out that they had sent theirs in before the deadline.
 - 6 either sent it late or claimed not to receive the audit.
 - NEDVC Ziltz brought up that National will require either email or stamp from Paymaster that it did touch Dept. hands. If no evidence that National was sent it then will not be acceptable. Next year Det.'s do not have the option of sending in direct to National, must be sent to Department, and if Dept. didn't send it and never made it to National, Departments will be required to make the Det. good and will be liable.
- **Closing Detachments** - JA Sofranko
 - Black Diamond #846 (D5) - PID 27102 - Commandant Diamond to be transferred to Keystone HQ as quickly as possible.
 - Bob Swanson #1102 (D5) -PID 27113 - All members transferred. No longer show when you run a Dep. roster. Commandant will be picking up the charter the end of May.
 - Juniata #687 (D6)- PID 27090 -all done, only thing still need is if all members are all transferred. DVC Sylvia checked the roster and appears to be 32 voting members still on it



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and not transferred yet. JA was in contact with Bruce Neilson. JA does have charter for Juniata.

New Business :

- Commandant attended National Mid-winter.
- Member database portal has been updated. Will give full details tomorrow at the member meeting, just want the Board to be aware. Looks more like National Atlas database.
- Paymaster change - Decision has been made to remove Paymaster Sipe and appoint Carol McIntosh to fill the position through Convention. Carol does not want to continue in that position beyond the close of Convention, so will need a new Paymaster. Motion to approve Carol McIntosh as Department Paymaster made by D2 VC Irvin and second by D4 VC Hartman. Motion carried, one abstention. Paymaster email address will not change, new phone number will be posted to Dept. website.
- Convention Bylaws - JA Sofranko - April 1 is deadline to submit any Bylaw or AP changes. If submitting a change, please research and do it properly by reading the APs. All reports go to the Adjutant.
- Donations - we are budgeted to make donations to several places. Does not need board approval, just want you to be aware I will be authorizing the bookkeeper to make our donations to: MCL National Foundation, MCL of PA Auxiliary, MCL of PA Foundation, and to 3 National Cemeteries in PA. These are all preset amounts. President Ziltz commented that disaster relief fund is tapped the most for National, and Commandant agrees it should go to disaster relief and will ask bookkeeper to cut checks to those above.
- Other contributions - we have a line item for Special Contributions and I would like to get agreement on who we are providing the money to this year. I have suggestions based on correspondence received, but this is not my decision alone. Motion to approve made by D8 VC Poppovich and second by D6 VC Sylvia. Motion carried. Commandant will inform the bookkeeper to cut checks for those.
 - Veterans Lake Fishing - \$250 -
 - TAG Fishing Tournament - \$250 -
 - Susquehanna Service Dogs - \$250 -
 - PA Wounded Warriors - \$250 -
 - Veterans Outreach of PA - \$500 -
 - Robin's Home - \$250 -

Correspondence:

- Veterans Lake Fishing - Thank you for support and request for donation.
- Susquehanna Service Dogs - request for donation.
- Marine Air Traffic Control Association - thank you for donating snacks.

Good of the League :

- **District Meetings** - if you have not already scheduled, please do. While we provide some reimbursement, please keep costs to a minimum. Budgeted \$600 for all 8 Districts to hold meetings. Try to keep expenses under \$150.
- We need to do a better job of letting our new officers know what is expected of them (job responsibilities).
- Time for announcements of who is running for positions in June. Dept. staff is full of holes. Paymaster, Adjutant, JVC. Those are the definite ones we know. This puts Dept in serious jeopardy as Charter could be suspended in June if no one steps up. 13 holes counted by SVC. Only one is elected and must be filled by a Marine.



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- NEDVC Ziltz passed on the following - NJA trying to survey all Department level bylaws. Found that PA has the best bylaws for all Departments. Foundation bylaws were redone and passed to many Departments as the one to copy also. Department Commandant's were asked to submit a report - Commandant and SgtMaj of the Marine Corps has a phone call with the COO and National Staff. Of the 3 Departments in the Division, only PA is keeping track of these numbers and turned in. Helps PA stand out in a positive way. Division Conference will be April 4 and 5. Jacob Bertin was appointed last fall as Compliance Officer. One thing to bring up - way we have measured membership renewals. Life members should not be tallied with regular members to count for unpaid or paid members. That puts PA at roughly 78%. Please keep passing on to get members renewed, stress this. Foundation did not meet prior to this meeting, bookkeeper has had family issues come up, brought some Morgan Stanley reports.
- Dean VanZanardi - 235k toys, \$166k dollars, and 62k kids helped by those that are not LCOs in PA. Foundation is missing many numbers. 18 reports from non LCO T4T.
- D2 VC Irvin - asked for adobe roster of entire Dept. for Scholarship Committee. Commandant will circulate that roster.
- NEDVC Ziltz mentioned leadership school - hearing consistently complaints and misconceptions about different jobs.

Announcements:

- Next BOT Meeting : 1700 Thursday 26 June 2025 at Penn Harris Hotel and Conference, Camp Hill.
- Reports to Adjutant by 9 June 2025.
- Mailing prep - mid May 2025.
- PDC Brady announced First Capitol Det will sponsor Marine Day at York Revolution Sunday August 10th. Those not going to National Convention come and enjoy a ball game. Sponsorship for this costs the Det. \$100.

Closing Ceremony: Meeting was adjourned at 1845 hours by Commandant Henry assisted by SAA Sundling and SVC McCoy and Chaplain Schreiber.

Respectfully Submitted by Sarah Cook, Adjutant, MCLPA