

25 April 2013

SUBJECT: MINUTES OF THE LEAVENWORTH COMMUNITY SERVICE ORGANIZATION (CSO)
QUARTERLY MEETING HELD THURSDAY 11 April 2013

1. The Leavenworth Community Service Organization conducted its quarterly meeting on Thursday, April 11, 2013 at the Richard Allen Cultural Center & Museum, 412 Kiowa Street, Leavenworth, Kansas. Advance notice of the meeting sent to members proposed the following discussion topics:

- Planning for the 2013 "Year-end" cookout
- Updates to the contact roster
- Updates to the community calendar
- Opportunity to support "Jazz by the River 2013" as CSO entity and/or an affiliated organization
- Other concerns for the good of the order

2. Organizational representatives were asked to sign-in and check the information on the contact roster. Leavenworth CSO officers and organizations present and represented are *italicized and fonted in red* on CSO Roster on attachment 1.

3. The meeting agenda was as follows:

- Sign-in
- Welcome & Opening Prayer
- Introductions & Roster Review
- Adoption of Agenda/Review & Approval of Minutes (from 10 Jan 2013)
- Historical Review
- Financial Status Report
- Calendar Review
- Jazz by the River Discussions
- Year-End Cookout
- VA Parade of Flags Fundraiser
- Closing Prayer

4. The meeting was called to order at 6:30 pm by CSO President Ron Coaxum with welcome remarks and an opening prayer. Each attendee introduced him/herself and their organization. The roster was reviewed; CSO reps not in attendance were acknowledged during the roster review.

5. Michael Law (Alpha Phi Alpha) moved to adopt the agenda as printed. The motion was seconded by Rachel Inabinett (CSO Treasurer) and approved unanimously. Laura Coaxum (CSO Secretary) moved to accept the minutes contingent on correcting Ann Moss email address. The motion was seconded by Rik E. Jackson (CSO Vice President) and approved unanimously.

6. CSO Secretary Laura Coaxum presented a brief historical review of CSO activities.

7. CSO Treasurer Rachel Inabinett presented a CSO financial report. The current balance in the CSO account is \$5,381.40. The balance from the last quarterly report has increased by 3,015.85 due to income from to the Black History Month Program.

8. Representatives from affiliated organizations shared their organizations' schedules of events through September 2013.

- Ann Moss (Delta Sigma Theta) announced the Leavenworth Alumnae Chapter's annual signature event on April 20th at KCI Airport Marriott. This year's theme is "Harlem Nights" and tickets are \$50.
- Louise Turner announced the Socialite Club annual Gospel Fest on April 27th at Independent Baptist Church, 4 p.m., free of charge.
- Azora Smith (Art In Motion) solicited support for AIM's upcoming event featuring "Stogie Kenyatta in a Broadway-style 'One-Man Show' of 'The World is My Home' about the Life & Times of Paul Robeson". The show takes place in Leavenworth on Saturday and Sunday, June 1-2, 2013.

- Sandi Smith (Richard Allen Cultural Center and Museum - RACCM) announced Bethel AME Church's annual Vacation Bible School for all ages from 3-7 June.
- Ann Moss (Delta Sigma Theta) and Johnnie Wade (Prince Hall Masons) announced their organizations' participation in Leavenworth's Relay for Life in support of the American Cancer Society on 7-8 June at the Warren Middle School's Track.
- Phyllis Bass (RACCM) announced the RACCM's annual Summer Program for youth from 10-21 June at the Center.
- Louise Turner announced the Socialite Club will celebrate its 50th Anniversary on September 7, 2013.

Many of the events acknowledged during the calendar review are included in the weekly CSO Newsletter available at <http://www.lvncso.org>. For any that are not, reps are asked to send their organization's upcoming events via digital flyers that are ready for posting. Send to: info@lvncso.org; or rcoaxum@kc.rr.com; or Vengeance4rdi@aol.com; or annsmoss@hotmail.com All members are asked to support events going on in the community by attending (if possible), or spreading the word by inviting others to support.

9. The 6th Annual Jazz by the River Fundraising Concert benefitting the Richard Allen Cultural Center (RACCM) will take place on Saturday, August 17, 2013. RACCM is again inviting all CSO units to partner with them by serving on committees, volunteering services, taking sponsorship, making donations and selling tickets as an organization for a 25% rebate on total ticket sales of ten (10) or more tickets. All CSO reps were asked to take this issue back to their organizations for a decision by June 1st. Once, decision is made, each organization is to contact CSO Secretary Laura Coaxum with the organization's decision. The deadline for reporting this is **June 1, 2013.**

10. The "Year-end" cookout was discussed. Traditionally, the first Sunday in June is the date the event is held. However, AIM's June 1-2 event conflicts with Sunday, June 2nd. Sunday, May 26 (day before Memorial Day) and Sunday, June 9, 2013 were discussed as alternate dates. Andre' Randolph (Omega Psi Phi) moved to hold the event on Sun, June 9, 2013. Mike Law (Alpha Phi Alpha) seconded the motion. The vote was unanimous to approve Sunday, June 9, 2013 as the date. Andre' Randolph (Omega Psi Phi) will ask his organization to provide a Committee Chair for the year-end cookout. Other organization representatives volunteered to head sub-committees as shown on **attachment 2.**

11. CSO President Ron Coaxum asked CSO representatives to support a fund drive by the VFW to replace the American Flags displayed at the Leavenworth National Cemetery. Deadline for donations is **April 30, 2013.** (See details on **attachment 3**)

12. Felix Sanchez of the VFW Post 12003 invited all organizations to attend a free band concert on 24 May 2013 at the Leavenworth High School. He was asked to send a flyer to: info@lvncso.org; or rcoaxum@kc.rr.com; or Vengeance4rdi@aol.com; or annsmoss@hotmail.com for publicizing the event.

13. The meeting was adjourned at 7:45 p.m. The next COMMUNITY SERVICE ORGANIZATION (CSO) QUARTERLY MEETING will be held on July 11, 2013 at 6:30 pm at the Richard Allen Cultural Center. All organizations are urged to have an organizational representative present to discuss/conduct the business of the CSO.

Respectfully Submitted,

Laura J. Coaxum

Secretary, Lvn CSO

Attachments: 3

Subject: **Attachment 1** of meeting minutes for 11 April 2013 Quarterly Meeting)

Organization	POC	Email address	Phone
<u>Art In Motion (AIM)</u>	Joyce Williams	williams.joyce52@yahoo.com	913-727-3085 913-240-6527
<u>Alpha Kappa Alpha (AKA)</u>	Rachel Inabinett	vengeance4rdi@aol.com	913-775-1703
<u>Alpha Phi Alpha (APA)</u>	Mike Law	michael.d.law@us.army.mil	913-240-9111
Blacks In Government (BIG)	Mary Nelson	greaterkcbig@gmail.com	913-579-2031
<u>Delta Sigma Theta (LAC)</u>	Renee' Wilson Ann Moss	rnw1@prodigy.net annsmoss@hotmail.com	816-520-4326 913-704-8494
First City Riders (Inactive)	Angie Thomas	angiethomas817@kc.rr.com	913-240-9561
Kappa Alpha Psi	Karel Butler	karelb1911@msn.com	254-338-4828
<u>Les Novelettes</u>	Ollie Baker Joyce Jones	ollie.baker@ymail.com wjonesjr@kc.rr.com	913-651-1009 913-683-9646
Leavenworth Faith Communities <u>First Missionary Baptist Church</u> Glimmer of Light Fellowship Ministries	Bobbie Flucas Rev. Joann Uitenham Rev. Tony Majors	peaches.flucas686@gmail.com Joann.Uitenham@us.army.mil tony.j.majors.civ@mail.mil	913-651-2537 913-775-0849 580-917-7331
<u>Mt Olive Lodge #3</u> <u>(Prince Hall Masons)</u>	Claude Cannon Johnnie Wade (Sec)	c.cannon73@gmail.com pmwade32@yahoo.com	913-369-5529 407-902-4731
NAACP	Joe Clark Wilbur Ferguson	joseph.clark@sbcglobal.net wilbur@kc.rr.com	913-680-8384 913-306-1823

As of: 4/25/2013

3

Organization	POC	Email address	Phone
<u>OES</u>	Louise Turner, WM Kathaleen Cannon (Sec)	misslou1@sbcglobal.net Kathaleen.cannon@gmail.com	913-306-6497 913-961-7385
<u>Omega Psi Phi (OIII)</u>	Randy Jeter	rbjeter10@aol.com	706-495-6628
Phi Beta Sigma	Damon Bennett	dbennett1914@gmail.com	718-207-6967
<u>Richard Allen Cultural Center and Museum</u>	Phyllis Bass Sandi Smith (Sec)	pabass@aol.com smcmcs@juno.com	913-651-4029 913-250-6656
ROCKS, Inc.	Brian Adamson Katreina Harmon Sarah Scriven (Sec)	brian.adamson@us.army.mil majikprincess@gmail.com sarah.scriven@us.army.mil	337-378-2771 254-285-4499 919-440-1397
Sigma Gamma Rho	POC TBD		
<u>Socialites</u>	Louise Turner Cheryl Mills (Sec)	misslou1@sbcglobal.net vmills@kc.rr.com	913-306-6497 913-269-8738
Zeta Phi Beta	Amy Barnes	amycarol74@aol.com	910-316-0753
<u>VFW Post 12003</u>	Felix Sanchez	Fsanchez1@kc.rr.com	316-253-1050
VFW Post 56	Dallas Eubanks	dallas.eubanks@us.army.mil	913-684-4566
<u>CSO President</u> <u>CSO Vice President</u> <u>CSO Secretary</u> <u>CSO Treasurer</u> <u>CSO Information Officers</u>	Ron Coaxum Richard Jackson Laura Coaxum Rachel Inabinett Rachel Inabinett Ann Moss	rcoaxuum@kc.rr.com Richard.e.jackson.civ@mail.mil lcoaxum@kc.rr.com vengeance4rdi@aol.com vengeance4rdi@aol.com annsmoss@hotmail.com	913-240-1908 913-240-5359 913-306-2011 913-775-1703 913-775-1703 913-704-8494

4

Subject: **Attachment 2** of meeting minutes for 11 April 2013 Quarterly Meeting

YEAR-END COOKOUT & FAREWELL PROGRAM 2013

Chair of Year-End Cookout: TBD

Manages and Oversees All Aspects of Sub-Committees

Program/Publicity Ann Moss, DST

- Produce a flyer for distro to CSO orgs.
- Create program and timeline & coordinate program details with key players
- Print Programs for key players

Ticket Broker Mike Law, APA

- Issue meal tickets (bulk) to CSO orgs
- Account for sold and unsold tickets.
- Prepare ticket sales' report and turn \$ in to Treasurer.
- Coordinate with Hospitality for staffing the Ticket Table @ head of food line.

Menu Laura Coaxum, CSO

- Determine and coordinate food items for the menu with the caterer.
- Task out menu items as necessary.
- Stay within the food budget.

Ice/Drinks/Coolers Johnnie Wade, Masons

- Pick up, deliver and set-up the beverages and ice in coolers.
- Stay within the beverage budget.

Food Managers/Servers Louise Turner,

Socialite Club

- Set-up the serving line.
- Present and serve the food.
- Keep buffet line replenished, refreshed.
- Provide food servers/handlers.
- Breakdown & recover serving line

Hospitality Open

- Provide guides, greeters & ticket takers
- Provide & stake directional signage
- Provide guides and signage for parking

Set-up/Layout/Breakdown One Rep each Org

- Coordinate with previous sources for tables, chairs & tents
- Oversee set-up, pickup and delivery of tents, tables and chairs
- Coordinate layout of the outside area for placement of orgs, food, beverage, DJ, & seating tents

Games Open

- Determine games and handle the task of running the games during the event

DJ Ron Coaxum, CSO

- Provide music and microphones

VA Cemetery Parade of Flags



Did you know that the Parade of Flags displayed at the Leavenworth National Cemetery are all privately donated? Currently, these emblems of our freedom are tattered and worn from years of display.

VFW Post 12003 of Lansing, KS is supporting a fund drive to replace these flags. Each of the 68 flags costs \$25.00. The replacement flags are American-made and designed to last a minimum of 5 years.

Will you help? Send your tax deductible personal or organizational donation of \$25.00 or more to Comrade Ron Coaxum, 1101 Wellington Drive, Lvn, KS 66048 by April 30, 2013. You'll receive a receipt for tax purposes, a certificate of appreciation and the satisfaction of knowing you've made a difference!