

**Granite State Marine Corps League  
Detachment #542**

June 10

,2025 at 1800

Uniform of the day: MCL cover

**Opening Ceremony: Commandant, Sgt-at-Arms, Chaplain**

**Roll Call of Officers and Appointed Positions:**

Commandant:	Gary Gahan	Pr. <input type="checkbox"/>	Ex. <input checked="" type="checkbox"/>	Abs. <input type="checkbox"/>
Sr Vice Cmndt:	Vacant	Pr. <input type="checkbox"/>	Ex. <input type="checkbox"/>	Abs. <input type="checkbox"/>
Jr Vice Cmndt:	Glen A. Thayer, Sr.	Pr. <input checked="" type="checkbox"/>	Ex. <input type="checkbox"/>	Abs. <input type="checkbox"/>
Judge Advoc:	Chris Peirce	Pr. <input checked="" type="checkbox"/>	Ex. <input type="checkbox"/>	Abs. <input type="checkbox"/>
Jr Past Cmndt:	B J Byers	Pr. <input type="checkbox"/>	Ex. <input checked="" type="checkbox"/>	Abs. <input type="checkbox"/>
Adjutant:	Eric Anthony	Pr. <input checked="" type="checkbox"/>	Ex. <input type="checkbox"/>	Abs. <input type="checkbox"/>
Chaplain:	Joe Duquette	Pr. <input checked="" type="checkbox"/>	Ex. <input type="checkbox"/>	Abs. <input type="checkbox"/>
Paymaster:	Marge Romano	Pr. <input checked="" type="checkbox"/>	Ex. <input type="checkbox"/>	Abs. <input type="checkbox"/>
Quartermaster:	Vacant	Pr. <input type="checkbox"/>	Ex. <input type="checkbox"/>	Abs. <input type="checkbox"/>
Sgt at Arms:	Paul Coutu	Pr. <input checked="" type="checkbox"/>	Ex. <input type="checkbox"/>	Abs. <input type="checkbox"/>
Webmaster:	Jo Zurwell	Pr. <input checked="" type="checkbox"/>	Ex. <input type="checkbox"/>	Abs. <input type="checkbox"/>
Media Liaison:	Vacant	Pr. <input type="checkbox"/>	Ex. <input type="checkbox"/>	Abs. <input type="checkbox"/>
Scouting:	Kayley Bass/Sarah Steffan	Pr. <input checked="" type="checkbox"/>	Ex. <input type="checkbox"/>	Abs. <input type="checkbox"/>
Marine 4 Life	Glen A. Thayer, Sr.	Pr. <input checked="" type="checkbox"/>	Ex. <input type="checkbox"/>	Abs. <input type="checkbox"/>
Aide De Camp:	Kevin Brown	Pr. <input checked="" type="checkbox"/>	Ex. <input type="checkbox"/>	Abs. <input type="checkbox"/>

We have a quorum.

### **Other Members attending:**

Steve White, Pat Anthony, Joey Duquette, Art Kidd

### **New Members Attending and Sworn-In: NTR**

### **Guests attending: NTR**

### **Approval of previous meeting's minutes:**

Kevin Brown made the **MOTION** to accept the previous meeting's minutes; Steve White seconded the motion; **passed unanimously**

### **Reports of Officers**

#### **Junior Vice Commandant: (Glen A. Thayer, Sr.)**

*Thayer* announced that Gary Gahan will be taking a hiatus from his Commandant responsibilities until at least Labor Day for medical concerns. The membership all shared their concern for Gary and wished him well.

*Thayer* then stated that *Zurwell* had suggested, earlier in the week, to ask *Eric Anthony* to step in as Acting Commandant, and *Thayer* agreed it was a great idea. *Thayer* then explained how *Anthony* was asked to step into this role of Acting Commandant, and how *Anthony* agreed to help the detachment if the membership would vote on him in this role. A motion was made by *Glen Thayer* and was seconded by *Chris Peirce* to approve Eric Anthony as Acting Commandant, with all the rights and responsibilities of this position, until at least September 25, 2025. Membership voted to unanimously approve this motion.

From this point forward Eric Anthony ran the meeting as Acting Commandant.

#### **Senior Vice Commandant: (position open at present)**

*Zurwell* passed around the fundraising volunteer sign up sheet for the July 5<sup>th</sup> fundraising event at the three Market Baskets in Bedford, Hooksett, and Manchester.

*Zurwell* explained a suggestion she brought up at the Executive Council meeting on June 7<sup>th</sup> to help elevate the low funds in the beginning of the year like was

experienced in 2025. Since there are no fundraising events from November until May, that is a long time to go without bringing in any revenue to cover costs and make donations. She proposed adding a February President's Day weekend fundraising event at Bass Pro Shops. Several members noted that this was a great idea to help balance out the incoming funds with the ongoing expenses. *White* said that he would find out from Bass Pro who the manager is so that he/she can be contacted to determine when we would need to put our application in for those dates since it is so much earlier in the year than we typically do events with them.

**Paymasters Report: (Marge Romano) – See attached report from Paymaster**

\$11,231.44 balance; \$5000 in outstanding checks; Total available funds \$3,378.44  
See attached report for full details of deposits made and committed funds.

- Memorial Day Fundraiser brought in \$3723.00 see attached report for breakdown of totals per location.
- The outstanding checks are all uncleared scholarship awards
- Total Deposits of \$4427 were made in May, see attached report for full itemized details.

Derived from an email from Gary *Gahan* sent after the Memorial Day fundraiser, a discussion was held pertaining to the continued use of the agreed upon fundraiser tabulation sheet. *Gahan* in his email stated that it was too time consuming to complete the tabulation sheet at the end of the shift at each store because entering each demonstration was unnecessary, in his opinion.

*Romano* explained why she felt it was important and necessary for the last shift of the day, or even each shift of the day, to count their funds collected, on the forms provided. It is important from an accounting perspective to provide an audit trail of what was collected and from where and that each sheet needed to be signed off by two people. This should not be the sole responsibility of the treasurer. She then read the following passage from the Spring 2025 national magazine:

*Paymasters – The Core of the Detachment*

*...Financial Records Faithful documentation of all expenses and income are vital. Sloppy record keeping leads to accusations of misappropriation where none exists. Transactions must be transparent and inline with detachment bylaws and state and federal regulations. Financial records should always be available for the detachment board of trustees to review and audit as necessary.*

Thayer then read from information that he researched as the common responsibilities of the Paymaster.

*It's generally not appropriate to place the sole burden of counting event funds on the paymaster. The paymaster's primary responsibility is typically focused on processing payroll, not handling event funds. A more appropriate process would involve designating a separate individual or team to manage event funds, with the paymaster involved in the process only for transferring those funds into the appropriate accounts or for payroll purposes.*

Various members made comments during this discussion.

- *Peirce* said an accurate count at the end of the day is important.
- *White* said he sees no problem with counting the funds at the end of the day and using this form.
- *Romano* said that she does a double check count before she brings it to the bank to make sure that everything matches up and she actually did find an error of \$100 in our favor when doing her double count.
- *Peirce* stated that we all reviewed and approved of this process last year after the November fundraising to make the future events run more uniform.
- *Coutu* and *Brown* had the idea to have two buckets, one per shift to collect the funds and each shift can be responsible for what was raised during that shift.
- *Anthony* stated it is important to have one format to calculate the funds from our events to honor our donors and our recipients.

After the discussion, everyone agreed to continue to use the tabulation sheets that were created and approved last year for future fundraising events.

As a side note, for the July 5<sup>th</sup> fundraiser sign up form, there is a note on the last shift of the day at each location that counting of the funds at the end of the shift is the responsibility of those on that shift, so that it is know up front, and if someone does not want to be responsible for this then they will sign up for a morning shift.

### **Chaplain Report: (Joe Duquette)**

#### **Sick, Injured, Hospitalized Members :**

- Peggy Fedor / knee replacement -update- she is doing well, and doctor has allowed her to start to drive short distances.

- Pauly Labbe is recovering from a recent illness at home.

**Members / spouses recently passed away:**

**Updates from VA Hospital:**

**Judge Advocate: Chris Peirce**

Nothing to report

**Quartermaster: (Vacant)**

- Antown Scott has resigned from his post as Quartermaster.
- If anyone is interested in stepping in as Quartermaster please contact Eric Anthony, Acting Commandant.
- *Thayer* has the storage unit code as does *Romano* so that materials can be obtained for upcoming events.
- Discussion was undertaken around the current number of available flags that are used as giveaways at the fundraiser events, in order to make sure we have enough for upcoming events.
  - *Thayer* will conduct an inventory of what we have in storage.
  - *Peirce* made a motion to allow the paymaster to order flags to bring us up to 1000 on hand once inventory is completed. Motion was seconded by *White* and passed unanimously by membership.

**Webmasters Report: (Jo Zurwell) – See attached report from Webmaster:**

Nothing to report that was not already in her report. See attached report for full details.

**Media Liaison Report: (Vacant) NTR**

**Scouting Report: (Kayley Bass/Sarah Steffan)**

*Bass* reported that there was an Eagle Court of Honor ceremony last weekend, but she was not able to attend due to another commitment, but she did supply him with an MCL certificate and coin.

**Marine for Life: (Glen A. Thayer, Sr.)**

Nothing to report.

**Correspondence : (Commandant, Paymaster, et al)**

Nothing to report.

**Donations inbound: (Paymaster, Commandant): NTR**

Chris Sawyer was the winner of the 50/50 raffle at the May FUNday breakfast, and he donated the full amount back to the detachment, \$141.

**Donations outbound:**

A message was sent out to the membership as part of the reminder email of this meeting tonight, for members to bring their ideas of which organizations and causes they are passionate about and would like to see GSD donate funds to in 2025. *Thayer* asked if anyone had any thoughts on this at this time, there were no replies, so he said to think about this and email himself over the next month and/ or bring to the July meeting. See an attached listing of NH Veterans organization that he supplied as a starting point. There are over 200 different Veterans organizations in the state of NH, some better than others for doing what they say with the funds they receive. We will need to determine which one's line up best with the passions of our membership and decide which ones to support going forward.

*Romano* shared the winners of the Frank Diekmann scholarships for 2025 were as follows:

- Kathryn Otto for \$3500 – granddaughter to Joe Duquette
- Aubree Fagen for \$3500 – granddaughter to Mary Ann Diekmann
- Lily Byers for \$500 – daughter of Jr. Past Commandant BJ Byers
- Rachel Otto for \$500 – granddaughter to Joe Duquette
- Xena Sawyer for \$500 – daughter of Chris and Ester Sawyer
- Luis Cruz for \$500 – Bedford HS graduating senior

**Awards: (Commandant, et al)**

Nothing to report.

**Honor Details: (Jim Ambrose)**

Nothing to report.

**Scholarship committee: (Gary Gahan, Steve White, Dennis Kearns, Tom Escandon, Jo Zurwell)**

- All 2025 Frank Diekmann scholarships have been delivered.

- The music scholarship application is being worked on by *Thayer* and *Anthony* and will be ready for 2026 scholarship year.
- *Bass* is working on creating the Campership scholarship for 2026. She is now the Charter Organization Rep for the Boy Scouts and will have access to a lot more people and information that will allow her to create a scholarship application process that the Boy Scouts can accept and MCL can contribute to in 2026.

### **Aide De Camp : (Kevin Brown)**

- Birthday cards have been passed around to attendees to sign so he can send out to recipients.

### **FUNday Breakfast Report: Kevin Brown**

- On Saturday 31 May 2025 – there were about 25 people or more at the breakfast. A breakdown of the people was not taken because of the activities that were going on.
- The 50/50 raffle raised \$283.
  - Chris Sawyer won the 50/50 raffle and donated the full amount back to the detachment. Chris also won the \$100 carry over gift card and the “box of stuff” that Gary had put together as a giveaway.
  - The Incentive Award was awarded for \$100 gift card.
- The awarding of the academic scholarships was done to Kathryn Otto, Rachel Otto, and Xena Sawyer at the breakfast.
- *Brown* has requested the contact information, from Marge Romano, for Alex Ray, owner of the Common Man Restaurant, where we have our breakfasts, to ask him to see if he will attend one of our breakfasts so that we can extend a thank you to him for allowing us to have our breakfasts there each month. Then he mentioned contacting WMUR and the local newspaper to cover the event if we can confirm with Alex on a specific date.

### **Continuing Business:**

- *Thayer* stated that we need to get back to supporting our veterans and we cannot do what we did in the last year and overextend ourselves on scholarships.
- *Romano* – we are a veteran’s organization, and we need to get to a 75%-25% veteran to non-veteran distribution of funds. We are asking the community to

support Marines and veterans when we are fundraising, and we need to honor those donations with a more balanced distribution to that end.

- All those present at the meeting agreed with both *Thayer* and *Romano* that we need to do our best to budget our raised funds from both fundraiser and charitable gaming to match our mission as a detachment.

### **Old Business:**

- *Peirce* mentioned Wounded Warrior partnership again. They look for partners to put on various fun events for veterans in the area every few months. Once we have \$1000 available, we can reach out to the contact over there and set up an event that we can partner with Wounded Warrior.

### **New Business:**

#### Informational

- Easter Seals facility in Franklin, NH has had its soft opening and veterans have started moving in. Stage two has been approved for the project and will be moving forward.
- Women in Military Service Memorial – June 12<sup>th</sup> at 1pm at the NH Veterans Cemetery in Boscawen
- Marge Romano has a key to the mailbox so she will be able to check the mailbox while Gary Gahan is on hiatus.
- Steve White will write up instructions, SOP, for the process of pickup and drop off of materials for fundraisers at the storage facility.

### **Closing Ceremony:**

**(Commandant, Sgt-at-Arms, Senior VC, Chaplain)**

Meeting Adjourned at 1910

### **Next meeting dates:**

- The next FUNday breakfast will be on **June 28, 2025** (Sat.) at the Airport Diner, 08:00
- The next official meeting will be on Tuesday, **July 8<sup>th</sup>, 2025**, at 18:00 hours.

--- Jo Zurwell, Acting Adjutant



[illegible]

CHECKING ACCOUNT BALANCE	OUTSTANDING CHECKS	AMOUNT
\$ 11,231.44		
Aubree Fagen		\$ 3,500.00
Lily Byers		\$ 500.00
Rachel Otto		\$ 500.00
Luis Cruz		\$ 500.00
Total Outstanding Checks		\$ 5,000.00
TOTAL AVAILABLE FUNDS TO DATE		\$ 3,378.44
Deposits made after Last Meeting Date 05/08/2025		
Fundraiser Memorial Day		\$ 3,723.00
FUNday Raffle G. Gahan Trade Scholarship May 2025		\$ 283.00
In Honor of Dave Steffen Goffstown Grizzlies Softball Tournament		\$ 241.00
Renew Membre Dues		\$ 140.00
New Member Dues		\$ 40.00
Total Deposit to Date		\$ 4,427.00
COMMITTED FUNDS		AMOUNT
Boys and Girls Club Spring 2025 Campership		\$ 1,000.00
Dan Fedor Boy Scout Camp Campership 2025		\$ 1,903.00
Maurice Labbe Music Student Scholarship 2025		\$ -
TOTAL FUNDS COMMITTED		\$ 2,903.00

Saturday, May 24, 2025			
Market Basket Outdoors		\$	980.00
Market Basket Inside		\$	888.00
Bass Pro Shops		\$	919.00
<b>TOTAL</b>			<b>\$ 2,787.00</b>
Sunday, May 25, 2025			
Bass Pro Shop		\$	936.00
<b>TWO DAY GRAND TOTAL</b>			<b>\$ 3,723.00</b>

<b>FUNday Breakfast Raffle Donations 2025 for Gary Gahan Trade School Scholarship FOR 2026</b>						
January	\$ 85.00					
February	\$ 54.00					
March	\$ 105.00					
April	\$ 95.00					
May	\$ 283.00	Chris Sawyer Winner donated back his half of Raffle				
June						
July						
August						
September						
October						
November						
December						
<b>TOTAL</b>	<b>\$ 622.00</b>					

## DIVISION REPORTS

### Paymasters- The Core of the Detachment



Dave Englert



**MARINES:** Without doubt, the hardest position to fill in a detachment is that of paymaster. Even in a small detachment, the paymaster's area of responsibility has a far-reaching impact upon the success or failure of the detachment.

**Membership dues** The paymaster is sometimes the only contact that members have with a detachment. Providing dues notices, collecting and forwarding dues with properly completed transmittals should be a seamless, hardly noticeable routine. Failing this, members are not renewed, new members don't receive membership cards or magazines, and the morale of the membership will suffer.

**Financial Records** Faithful documentation of all expenses and income are vital. Sloppy record keeping leads to accusations of misappropriation where none exists.

Transactions must be transparent and inline with detachment bylaws and state and federal regulations. Financial records should always be available for the detachment board of trustees to review and audit as necessary.

**State and Federal Filings** Typically, the paymaster will be the registered agent for state and federal filings. Form 990N/990EZ/990, even if completed by an accountant or outside entity, remains the responsibility of the paymaster, under the supervision of the board of trustees, to be completed and filed in accordance with regulations. As with the federal filings, the paymaster, under of the supervision of the board of trustees is responsible for completion and timely submission of state filings.

**Advisory Position** The paymaster should advise the detachment board of trustees on income and expense issues. It is vital to recognize when outside expert support is needed, especially for investments and purchases.

**Continuity of Operations** "At a minimum, a turnover folder with account numbers, necessary log-on/passwords, and locations of important information, and a list of contacts should be maintained. Additionally, other members of the detachment should become familiar with the responsibilities and routines of the paymaster's job. Invite your commandant over to see where all of your records are and should him or her how to do a transmittal. A good paymaster might not guarantee the success of a detachment, but a bad paymaster can ensure its failure. *Semper Par*"

Division Website: [mclcentdiv.org](http://mclcentdiv.org)

## Webmaster and Social Media Manager

### Board Report for

June 10, 2025, GSD 542 Meeting

Since the last meeting the following were either done on the website and/or added to social media.

- Added the DoNH Quarterly meeting to calendar in June; worked on Google Console Search page indexing so all pages are indexed and searchable on Google
- Troubleshooted why announcement bar at top of screen had a malfunctioning donate button. Solution was to deactivate old plugin and find a new plugin to do similar job. Will test to make sure continues to work overtime.
- Added events mentioned during the monthly meeting to the calendar on website, most were events happening at the NH State Veterans Cemetery in Boscawen. Also added some Veterans Count events to the calendar for the summer.
- Added monthly meetings and month breakfasts to the calendar for July-Dec 2025.
- Combined and posted the meeting minutes to the website for Feb, March, April for 2025.
- Created a Memorial Day posting for FB, scheduled the post for Memorial Day on FB and Instagram
- Created FB post for message Mike sent for Operation Mercury V.
- Upload and made a blog post for the NED Newsletter.
- Created event on SignUp Genius for July 5 fundraiser,
- Created message and image to be posted on FB and Instagram for Flag Day June 14
- Added Marine 4 Life LinkedIn Profile info to Resources page.
- Reviewed website usage report from Monster Insights

**Website:** Google Analytics GA4 numbers for May 1- May 31, 2025

	10/1- 10/31/24	11/1- 11/20/24	12/1- 12/31/24	1/1 – 1/31/25	2/1 – 2/28/25	3/1- 3/31/25	4/1- 4/20/25	5/1 - 5/31/25
Total Website Users	165	224	132	124	134	168	206	145
Direct Find	77	90	71	71	76	107	131	82
Organic Search	74	89	57	45	45	52	58	51
Referral (link on another site to ours)	6	13	4	5	10	5	12	11
Organic Social	8	4	0	3	3	4	5	1

The top landing page views were as follows:

	10/1- 10/31/24	11/1- 11/30/24	12/1- 12/31/24	1/1 – 1/31/25	2/1 – 2/28/25	3/1- 3/31/25	4/1- 4/30/25	5/1 - 5/31/25
Main Home page	109	121	79	83	64	93	84	90
Contact Us	0	0	0	0	5	7		8
Detachment Officers	19	22	32	18	9	10	6	16
Events	11	11	11	13	5	12	6	0
Membership	12	0	10	0	0	0	0	0
Payment Submissions	0	0	0	0	0	0	0	0
Resources	15	14	22	12	8	15	15	23
Semper Fidelis Newsletter	12	20	13	5	0	0	11	0
Meeting Minutes			13	3	0	0	0	0
News & Events				7	0	0	0	0
Scholarships					33	27	61	5
Scholarship Application					28	26	45	6
Store								9

Respectfully Submitted, Jo Zurwell, #238602, Webmaster & Social Media Manager