



**VETERANS MEMORIAL COMMISSION  
May 2, 2016 Minutes**

**Call to Order**

Chairman Oxford called the meeting to order at approximately 7 p.m.

**Pledge of Allegiance**

Ericka Oxford led the Pledge of Allegiance and Karen Levy led a short prayer.

**Roll Call**

Members Present: Chairman Oxford, John Gonzales, Mike Sanchez, Forrest Routh, Dave Kampmann, Walt Sitzwohl, Jr., Karen Levy, Laura Roodhouse, Alderman Judy Bateman

Members Absent: Bob Zahner, Win Hill, Francine King, Donald Abernathy (alt), Don Shaikewitz (Alt), Len Berkowitz

Guests Present: Amanda Karas, Alderman Shea

**Approval of Minutes**

Walter Sitzwohl made a motion to approve the minutes. Forrest Routh seconded the motion. A vote was taken and the minutes for the April 4, 2016 meeting were accepted.

**Memorial Day**

The Commission went over the order of events in the program. Ericka Oxford stated that the speaker would be Chief Master Sgt. Ken McQuiston, Retired USAF.

Ericka Oxford reported that Julie Vinnedge, mother of Phillip Vinnedge (killed in action in 2010), and Mary Schroeder, widow of Mark Schroeder (recently deceased Patriot Guard rider who was hit and killed during a funeral procession), will be asked to carry the wreath during the wreath ceremony.

Ericka Oxford reported that Alderman Reitmeyer confirmed that Jim Hopkins will be the bagpiper at the ceremony.

Ericka Oxford reported that she has confirmed with Arch Medical that a helicopter will fly in before the ceremony.

Ericka Oxford is in the process of confirming the Color Guard and will get the information to Carole Stangle for the program. Ericka also stated that the Honor Guard will consist of one member from each branch of service. She will get name to Carole for the program

### **Comments from the Floor**

**Alderman Shea** reported that he planned to introduce a Resolution to recognize and welcome home Vietnam veterans on March 29 of each year. When March 29 falls on a weekend, the ceremony will be held on the Friday before.

The ceremony itself will be left up to the Veterans Memorial Commission to plan, and will consist of a 15-20 minute gathering on the Veterans Plaza requiring no podium, microphone or staff support other than advertising in City publications.

Vietnam veterans will have the opportunity to be a part of a medal ceremony that day and receive a Vietnam War medallion, medal, and a certificate of appreciation. To receive these items and be a part of the ceremony, Vietnam veterans must complete the form (<http://www.momcl.org/Department%20info/Document%20downloads/VietnamMedalApp.pdf>) and attach copy of their Honorable Record of Discharge or Separation from Service and turn it in to the Veterans Memorial Commission by a designated date. The Commission will send all applications together and assign a point of contact to receive the medals, etc.

**Forrest Routh** suggested that in the future that a committee or team be formed for each ceremony instead of the different parts of the ceremony.

**Ericka Oxford** stated that Bob Zahner is having surgery and will not be able to give the Commission report to the Board of Aldermen on May 12. Walt Sitzwohl, Jr. volunteered to step in for Bob on May 12.

### **Adjournment**

Walter Sitzwohl motioned to adjourn, seconded by David Kampmann. The meeting adjourned at 8:20 p.m.

**Next Meeting Date**

The next meeting has been scheduled for Sept. 12, 2016, at 7 p.m. at St. Peters Cultural Arts Centre.

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Respectfully submitted by  
Carole Stangle

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Date