



*United States Army*  
**Warrant Officers Association**  
*The Quiet Professionals®*

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9 March 2025

Esteemed Member:

Spring is just around the corner and for many of us around the United States, we just adjusted our clocks for daylight savings. This means more sun and longer days until early November when we will adjust them back one hour.

I wanted to provide an update on the issuing of chapter rebate checks for calendar year 2024, as we have received multiple inquiries. As previously mentioned, the USAWOA Board of Directors changed how rebate checks were distributed to the chapters, moving away from the monthly checks to a once-a-year payment. Many members may not be aware that every chapter earns a USAWOA issued rebate based on several factors. USAWOA Manual 400-2, Financial Management <https://docs.usawoa.org/financial/financial.html>, explains how the rebates are calculated in sections 3 through 5 and I'll provide a quick overview as well.

Chapters only receive rebates for regular, retired, and Lifetime members assigned to their chapter. Members not affiliated to any chapter are considered to be Members at Large. Chapters do not receive rebate credit for any Associate Members or Members at Large, even if they attend regular meetings. We have a sizeable number of members who choose not to be affiliated with a chapter which unfortunately means chapters are missing out on additional rebates. Established chapters receive a dues rebate of \$2.50 for each regular membership and \$1.50 for each retired membership. Newly established or reactivated chapters receive a rebate of \$5.00 for each regular membership and \$3.00 for each retired membership for an initial 24-month period. A one-time rebate is paid for each Lifetime membership. Rebates are not given for no-cost memberships, such as the 18-month WO1 free membership. As you can surmise, chapters with a larger membership are eligible to receive a larger rebate.

Most importantly, to be eligible to receive a rebate, chapters must meet in person or virtually, at least once a quarter. Further, minutes from these meetings must be submitted to USAWOA headquarters ([hq@usawoa.org](mailto:hq@usawoa.org)) no later than the 10<sup>th</sup> working day of the new quarter. If a chapter is unable to have a meeting during this timeframe, they may submit a memorandum stating a meeting was not held. We (USAWOA) are flexible and will accept "draft" minutes but if we do not receive minutes or a memorandum within 10 working days of the following quarter, rebates for the previous quarter are null and void.

Our national vice president, CW4 Louise Lingenfelter, who has been pulling double duty as the USAWOA membership manager, actively tracks all chapter minute submissions. Based on all minutes received through 10 January 2025, the last quarter of calendar year 2024, she organized and provided the comprehensive list of rebates to the six Region Directors. I then asked each director to reach out to all chapters to determine if they wanted their rebate check or if they preferred, we keep the funds at USAWOA. While there are some chapters with a sizeable rebate due, about a dozen had \$10 or less and as a cost saving measure, we offered to maintain accountability of those funds for the chapter. For the chapters that request their rebates, we asked for an updated mailing address and Ms. Mary Etwiler, our dedicated

bookkeeper, will issue a check that must be cashed within 90 days. Rebates held by the headquarters can be used by the chapter to purchase items such as Award for Excellence to recognize members for their efforts in supporting the association.

My purpose for providing this information is to better educate our members on chapter functions and management they might not otherwise be aware of. Although I serve as the national president, I'm also a member of the local Terrapin chapter and have a vested interest in knowing how our chapter functions and I hope you will similarly find this information useful.

I also need to discuss the use of @army.mil email addresses that members are using to receive USAWOA information. We are routinely getting dozens of bounced, undeliverable, and returned emails that are sent from the @usawoa.org domain to @army.mil email accounts. In many cases, @usawoa.org emails also get filtered to spam folders. This means many members are not receiving this monthly update or any other USAWOA information that is sent out via email. As USAWOA is considered a non-federal entity (NFE), Army regulations and ethics policies prohibit the use of official government systems (email) for use in NFE activities. We've also noted some chapters are using the Army MS Teams accounts for their chapter business, again strictly prohibited by the Army. What we want to prevent is a chapter or a member getting hemmed up because they are using their work email for USAWOA correspondence, instead of their personal email.

I'm asking all members to log into the membership management system, <https://usawoa.site-ym.com/> to review and update your profiles. If you cannot recall your login, it should be the email address you initially registered on the site with. You can also click the "forgot password" link to reset. If you haven't yet logged into the system, click the "Haven't Registered Yet" link and follow the prompts. If you are using an @army.mil email address as either your login and/or primary email address, we are asking you to make two administrative changes. First, change your USERNAME to a personal email address. Second, update your primary email address to your personal email address. Members can perform both actions and neither takes involvement from the headquarters. Making these changes will help ensure you are receiving relevant and timely USAWOA information.

Additionally, all USAWOA chapters have an assigned "chapter@usawoa.org" email account, purchased by the national headquarters. This includes the MS Teams capability that mirrors Army MS teams that many are familiar with. We realize that some chapters still utilize @gmail.com for chapter business, however the intent in purchasing Microsoft licenses for the chapters is to move all USAWOA "business" to our own domain, separate from other providers such as Google (Gmail). Further, chapter presidents can only access and download their member rosters by using their assigned @usawoa.org email address. CW3(Ret) Daniela Davies, our USAWOA Web and Social Media chair can assist chapters in logging into their @usawoa.org email and she can be reached at wsmc@usawoa.org.

Thank you to all members for what you do to support your local chapter and the larger association. Chapters, please keep sending photos and descriptions of your activities so we can publish them in the monthly NEWSLINER. Together....we are Warrant Officers Taking Care of Warrant Officers.

Sincerely,

A handwritten signature in black ink, appearing to be 'D. Davies', written over a light blue horizontal line.

CW5(Ret) Michael D. Dye  
National President  
"The Quiet Professionals ®"

