



ASSOCIATION
OF OLD CROWS

JOIN THE LEGACY,
SHAPE THE FUTURE





AEF Governance Committee Report

October 9, 2025

- Brandon Coleman, Chair
 - Committee
 - Shelley Frost

Topics



- Foundation OpMans, Appendices, and Charter status
 - Current Operating Manuals
 - Proposed Governing Documents / Operating Manuals
 - Summary of Changes: Renames, Additions, Rescissions
 - Board Action

All OpMans for the Foundation must be reviewed and approved by the board NLT December 2025. We must ensure all Governing documents are finalized this year.

Current OpMans



https://crows.org/board-of-directors/governing_docs/

- AOC Foundation Articles of Incorporation
- AOC Foundation Bylaws
- Foundation Five-Year Strategy
- Foundation Annual Operating Plan
- OpMan 11 - Foundation
- Appendix A - Chapter Scholarship Program
- Appendix B - Chapter Scholarship and STEM
- Appendix C - Chapter Donations
- Appendix D - Enlisted Tuition Grant Program
- Appendix E - STEM Student of the Year Program
- Appendix F - Warrant Officers Scholarship Program
- Appendix G - STEM Program
- Appendix H - Future Five Program
- Appendix I - Financial Management

Proposed OpMans



Section 10 – Governance and Compliance

- OpMan 11 – Purpose, Oversight, and Responsibilities
- OpMan 13 – Bylaws
- OpMan 14 – Strategic Planning Policy
 - Appendix A – Annual Operating Plan
 - Appendix B – Five-Year Strategy
- OpMan 15 – Code of Ethics
- OpMan 16 – Meeting Minutes (*shared with AOC*)
- OpMan 18 – Non-Discrimination Policy (*shared with AOC*)
- OpMan 19 – Whistleblower Policy (*shared with AOC*)

Section 20 – Finance and Operations

- OpMan 21 – Financial Management
- OpMan 22 – Reserve Fund Investment Policy
- OpMan 23 – Travel and Expense (*shared with AOC*)
- OpMan 24 – Records Retention (*shared with AOC*)
- OpMan 25 – Anti-Trust Compliance Policy (*shared with AOC*)
- OpMan 26 – Grant-Prospect Identification Procedures

Section 30 – Scholarship Program

- OpMan 31 – Global Scholarship Program
- OpMan 32 – Chapter Scholarship Program
- OpMan 33 – Future 5 Program

Section 40 – STEM Program

- OpMan 41 – STEM Operations

Section 50 – Community Education Program

- OpMan 51 – Community Education Operations

Section 90 – Staff

- OpMan 92 – Human Resources Management (*shared with AOC*)

OpMans Renamed – no changes



- The following OpMan was renamed, and minimal admin changes were made:
 - OpMan 21 – Financial Management

OpMans Rewritten – changes made



- The following OpMans were rewritten, and changes were made:
 - OpMan 11 – Purpose, Oversight, and Responsibilities
 - Added Staff to the Responsibilities section; Added Governance Structure including Foundation Chair
 - OpMan 13 – Bylaws of the AOC Foundation
 - Added the Chair of the Foundation position; cleaned up the members language.
 - OpMan 31 – Global Scholarship Program
 - Rewritten as the old one didn't pertain to HQ, only chapters.
 - OpMan 32 – Chapter Scholarship Program
 - Rewritten as the old one pertained to a sustainment program which we do not offer.
 - OpMan 33 – Future Five Program
 - Removed the growing the program section
 - OpMan 41 – STEM Program
 - Added correct staff member and miscellaneous additions in resource development and reporting.

OPMAN's to be Adapted (new)



- The following new OpMan's need to be adapted:
 - OpMan 14 – Strategic Planning Policy
 - OpMan 15 – Code of Ethics
 - OpMan 22 – Reserve Fund Investment Policy

OpMans to be written



- The following OpMan's need to be written and approved in December
 - OpMan 26 – Grant Prospect Identification Procedures
 - OpMan 51 – Community Education Operations

OPMAN's to be Rescinded



- The following OpMan's are no longer relevant and need to be rescinded:
 - Appendix B – Chapter Scholarship STEM Sustainment
 - This is a Chapter function
 - Appendix D – Enlisted Tuition Grants
 - This is a Chapter function
 - Appendix F – Warrant Officer Program
 - Scholarship is no longer offered

Motion to approve the following changes to the Foundation Operating Manuals: Approval of substantive revisions to 11, 13, 32, 34, and 41 manuals; adoption of the new 14, 15, and 22 manuals; and rescission of the obsolete B, D, and F manuals as presented.