

NCSC October Meeting Minutes

October 11 2023

Called to Order: Nicole 10:04

Members Present: Molly Culley, Liz Smith, Penny Ezell, Patti Agard, Whitnee Childs, Nicole Lockhart, Jennifer Blik, Tiff Gallo, Dylan Screen, Ameer Kerr, Katrina Nicolette, Stephanie Spika Hickey,

Members Not Present: Ruth Quigley, Chastine Bobbitt, Amanda Staley, Symphony Lefaeo, Mariah Blackbird-Perry

President: Molly Culley

New Business:

- 1) Our club presence at MCH Fall Fest (late September) and Spouse Connections went really well this month. I was again able to make connections with people and organizations who would like to work together, and handed out A LOT of trifolds to prospective members.
 - a. *Katrina will make more tri-folds because these have been so popular*
 - b. *We have seen this reflect in our membership, we have increased by 2-4 people per event*
- 2) Open Board Positions: Reservations, Membership, Retiree Rep
 - a. *Katrina has already advertised these*
- 3) Gift Shop Grand Reopening Success!
 - a. *There has been tech crisis*
- 4) First Monthly Social was also a success! Teamwork is key.

Old Business:

- 1) Binders for your position- continue the work
- 2) Board email password-please send to me

Vote Needed: None

Income: None

Expenses: None

Volunteer hours:

1st Vice President: Liz Smith

New Business:

- Sarah is getting set up as Volunteer coordinator, she's been traveling for work so she and I are connecting this week.

- *If you are unable to search for your position in VMIS please email her to let her know. She will make sure she covers this during training so she can assign you herself.*
- Please also email her any backlogged hours you have, once she is trained she will enter them. ncscvolunteer@gmail.com
- Working on the VIP list for Tree & Wreath invites.
 - *Going to get with Ruth to create a spreadsheet for community members who we should invite to the event.*
- Discussed adding the 501(c)(3) entity with MWR, to ensure they wouldn't view it as a separate entity and have us be required to do double the reporting to them. Kathy said it's no different than ODYD or the gift shop so MWR/Garrison wouldn't require extra work from us. Now that we know that I'm going to move forward with the logistics of doing this.

Old Business: I've approved everyone that has applied for positions in VMIS

Votes Needed:

Income: None

Expenses: None

Volunteer Hours:

2nd Vice President: Penny Ezell

New Business:

- If you were able to attend the September Luncheon, please use the [Monthly Social Feedback](#) form and let me know what went well and what may need to be tweaked to make things better.
- Thank you to all who helped with the setup and preparation for the September luncheon: Molly, Jen, Sarah, Patti, you guys really helped so very much! Thanks to Liz for handing out totes and helping Rene and I get the donations to the cars for our community outreach partners this month, Victims Assistance Center. Shout out to Molly, Jen, Sarah, Patti, Dylan and Nicole for helping stay and clean up. That was a huge help!!! We also had 3 general members that helped a lot with clean up: Rene Vilalobos, Susan Davis, and Nichole Jones (who are a part of the monthly social committee). Teamwork makes the dream work!!! Thank you all so very much!!
- Information on Luncheon provided by Reservations through Cheddar Up:
 - RSVP Ticket Sales:
 - Total Revenue Collected \$1,188.00
 - Money moved to NCSC checking account on 9/25/23
 - Collection is closed
 - Codes Used: 7
 - Sponsorship: 1 (paid by another member, included in \$1,188)
 - Annual Members: 6 (paid at the beginning of the year)

- Total RSVPs: 63 (including 2 guests from outreach and 2 guests with members)
 - Total Attendees: 58
 - 4 Guests said they would not make it
 - 1 No Show
- October Social, October 26th, 18:00-20:30 Through the Decades Costume Party and Scavenger Hunt. This monthly social will be more of a party. Food will be catered by The Art of Gathering. She is creating a charcuterie table with a focus on the different decades for decorations on the table.

18:00-19:00 Music/Dancing, Eat, Pictures with Fun Backdrop
Club Business, Opportunity Prize Drawings

Does anyone have club business for our October social?

Tree and Wreath – Katrina will print the Save the Date

Ways to Volunteer: ODYD, Fundraising Committee, Set Up Tear Down,

19:00-20:15 Scavenger Hunt in Teams around Fort Drum

20:15-20:30 Winners announced and awards given, Discuss next social December 12th
Holiday Brunch and Ornament Exchange at Lu Anderson's home

Old Business: Childcare Committee needs to set a date to meet. (Liz, Ruth, Whitnee, Patti, Penny, Stephanie) Does anyone else want to join this committee to try and come up with a child care plan for next year?

Ideas: Reach out to Early Childhood education at the CC

Penny will reach out to the group to schedule the committee meeting

Votes Needed:

Income: \$1,188.00 from members paying for luncheon and one sponsorship plus \$132 from members that paid at the BoY

Expenses: \$1,140 to City Dawgz and \$189.72 (supplies and decorations)

Volunteer Hours: 28.5 hours

Recording Secretary: Patti Agard

New Business: Thank you so much for the support as I work through any of the kinks this weekend / week with the first report! I hope the emails went out well.

I know some people didn't get them. Can we update our board roster?

Email reminders will go out on Friday and Sunday. Reports are due Sunday.

I would like to get the completed agenda in everyone's inbox by Monday PM.

Related to Reservations - Cheddar Up has been sent out for the October Social. I will send out reminders on 10/12 and 10/18. Reservations will close on 10/19. With your feedback, we were able to set it up so people can purchase their opportunity tickets at the same time as their reservation.

Please purchase your tickets for 10/26! 9 RSVP's total as of 10/9 10:00 PM

Comment on the post on Facebook, minimum five word comment
Electronic Votes for September's Meeting Notes will be out soon

Old Business: None

Votes Needed: None

Income: None

Expenses: None

Volunteer Hours: 25 hours

Corresponding Secretary: Amanda Staley

New Business: Received 2 boxes for ODYD this month and checked mail. All mail has been given to the appropriate board position people. Wrote a thank you card to Victims Advocacy for coming to our luncheon.

Old Business: None

Votes Needed: None

Income: None

Expenses: 0

Volunteer Hours: 10

Treasurer: Whitnee Childs

New Business:

1. The club previously used Bowers and Company CPAs to handle federal taxes. Jessica left a note that if we would like to use this company again it would cost us almost \$1,700 to file with Bowers. Our federal taxes will be approximately \$350.00
2. Quarterly Sales Taxes: Completed

Old Business:

Votes Needed: Annual Taxes

Income: N/A

Expenses: N/A

Volunteer Hours: Submitted in VMIS

Parliamentarian: Nicole Lockhart

New Business: At the luncheon on September 27, 2023 we held two votes with the general membership in attendance.

1. The budget proposal was motioned by Becky Curl. Penny Ezell second the motion. The budget passed unanimously with 52 votes.
2. Patti Agard was nominated as the Recording Secretary by Sarah Wright. The nomination was motioned by Liz Smith. Jen Blik second the motion. The vote passed unanimously with 52 votes

The board currently has two vacancies: Reservations and Membership

Old Business: None

Votes Needed: None

Income: None

Expenses: None

Volunteer Hours: 13

Community Outreach: Chastine Bobbitt

Did not receive a board report

Fundraising: Ruth Quigley

New Business: Thank you to everyone who is out there securing donations! Please continue to solicit - the best place to get donations is those businesses you frequent often! You already have a relationship with them! Tickets are on sale now for Tree and Wreath.

- *Patti will re-send the spreadsheet for everyone,*
- *If your partner's Unit is connected to that group – please put your name there if you have the connection*
- *Fundraising Committee – We need to have a meeting on **Monday October 16th 9:30-11:30***
- *Advertise joining the committee to the general membership*

Old Business:

Votes Needed:

Income: \$0

Expenses: \$1,334

Volunteer Hours:

Historian: Symphony Lefaeo

New Business: Photos that have been taken so far have been given to Katrina to share. The Reel made at the luncheon has been posted. I plan on getting some fun pictures at the evening social this month

- *Symphony has the admin access to post pictures directly to Facebook*
- *Nicole will get her pictures she took over to Symphony*
- *Chastine is looking for a picture of the donation table*

Old Business: None

Votes Needed: None

Income: None

Expenses: None

Volunteer Hours:

Hospitality: Jennifer Blik

New Business:

- Need help with October Social: running opportunity tickets and drawing, doing small business highlight (inspiRAYtions)
 - *Liz can assist with the tickets at the beginning and the small business highlight. Might not be able to stay the entire time*
- Successful first month of opportunity prize ticket sales!
- Tweaked the process to be able to buy tickets with social reservation, will also have on site ticket purchases
- Looking for any small business on post or local community that would like to be highlighted at our socials in exchange for a donated opportunity prize. Send them my way, we have a google doc for them to fill out.
- Any ideas for prizes? Any feedback?

Old Business:

Votes Needed:

Income: \$340

Expenses: \$92.28 (various Sept & Oct Prizes)

Volunteer Hours: 6

Membership: * Open Position*

ODYD: Tiff Gallo

New Business: ODYD has new weekly open hours of Tuesday from 10AM to 1PM, Wednesday from 5PM to 7PM, and Thursday from 10AM to 1PM.

- *This is more hours than we have had in the past, shooting for the stars. Will adjust as needed based on community needs*
- *Will have numbers for dresses donated and dresses deployed next month*
- *ODYD National will be sending 250 new gowns to Tiff's house!*
 - *Sherry Hill gowns*
 - *Will need support when the dresses come in*
 - *Clearing out space in the Cage*
 - *Final push for wedding gowns before donating all wedding dresses – setting up a separate program soon*
 - *Best Gowns on Display in the front room*
- *Does have a list of volunteers*

Old Business: None

Votes Needed: None

Income: None

Expenses: None

Volunteer Hours:

Off The Beatin' Path Gift Shop: Dylan Screen

New Business: The Grand Re-Opening went very well! We had \$697 in sales!

We have a new consigner: Rayna Gossett from InspiRAYtions Earrings

The Consigner inventory has been completed and updated in the computer system but we are currently still working on the shop inventory.

The shop has had a deep clean and been reorganized

We are looking to do another order for the knitted blankets and based on previous orders the estimated price would be \$736. We are still waiting on an official price quote as of this past week.

We are going to be placing a new order for the 14oz mugs as well! (10th Mountain mugs, NY outline with heart mugs, Drum, and Chair mugs)

Thinking about getting a new printer for the shop and board member use but still looking at options and prices for that.

During the re-opening, it was observed that there were some issues going on with the card reader. There have been a lot of issues with the Paypal Zettle system recently so we are trying to look into possibly switching over to Square. We are currently looking into the price differences between the two since we already have a square account for the website. It would then all be on one system minus Traxia.

I would like to request a vote for the blanket order, the mug order and the new printer as the total cost for all three would be over \$1000.

- *Inventory will go through the shop board*
- *Printer and ink – We can split the cost with the shop, and halve the maintenance*
 - *Shop will pay up front, the club will pay back half the cost*

I just wanted to also say that Sarah has done an absolutely amazing job getting the shop all set up with new inventory, doing a complete inventory check and a beautiful reopening! Big thanks again to Molly as well for helping out so much in the shop!

Old Business: Working on a grand re-opening and getting all of the inventory up to date with new items put in the inventory.

Votes Needed: *Vote for not exceeding \$200 for our half of the cost of a printer for the shop*

E-Vote will go out for this

Income: \$1,650.50

Expenses: yearly phone bill ~\$50

Volunteer Hours: 17 hours

Property Manager: Amee Kerr

New Business: Met with Molly to get an overview of property manager role, picked up the binder and will begin going through property the week of October 9

· *When photos are taken of the silver, can we get those sent over to Katrina to update the website*

Old Business: None

Votes Needed: None

Income: None

Expenses: None

Volunteer Hours:

Publicity: Katrina Nicolette

New Business:

- Graphics and Social Media Request Form
 - Please utilize new [Jotform request form](#) for all future requests
 - There is now an upload box that will allow you to submit photos, inspiration, etc. for me to review/post.
- Monthly Newsletter
 - Submissions to the October newsletter are due NLT than Sunday, October 15th.
- Website
 - Board photos have been updated to reflect '23-24.
 - Added purchase link for monthly luncheon.
 - Please share your photos- I am having to utilize some photos from previous years.
 - *Please email photos from this year to Katrina as an attachment*
- Board Profiles and Headshots
 - Please coordinate with Nicole for headshots and fill out the board profile questionnaire - I will be forced to skip your feature day if I do not have your photo and questionnaire answers.
 - *Tiff's picture is taken and will be edited and sent over shortly*
- Yard Signs
 - Like the Girl Scouts and Resident Advisory Board, would we be interested in doing a yard signs advertisement? 18x24' PVC yard signs, for individuals who live on post that say, "NCSC Board Member Lives Here" and QR code for membership, for advertisement.
 - Logistics: first sign is provided to you by the club; responsible for your sign and replacing your sign, at the current price, if there is damage; can contact housing for approval
 - 20-18x24 yard sign with premium protective weather coating and 20-yardstakes are \$9.01/each (must order a minimum of 20)
 - *Future Idea- selling signs for general members*

- *Should they just say “Member” lives here? – then we can have it be in anyone’s yard*
- *Can we ask Board Members to pay for their own?*
- *Send all details to Nicole and we will send an e-vote out*

Old Business:

Votes Needed: Yard sign advertisement

E-Vote will go out

Income: None

Expenses: None

Volunteer Hours: (only if you did not enter them into VMIS yourself)

June – 2hrs, July-3hrs, August-19hrs, September – 5hrs, October 2hrs

Reservations: *Open Position*

Scholarships: Mariah Blackbird-Perry

New Business:

- Katrina advertised our open scholarships committee positions
- One interested NCSC general member for the scholarships committee! I still need **1 board member and 1 more general member**. If anyone is interested, please let me know.
- Secret scholarship application review committee has begun forming.
- Collection of wreaths has started on my end for our fundraiser in November.

Old Business:

- Michael Frimpong - missing \$2,500.00 scholarship check has been reissued to his school. Thank you ladies for helping me work on this.

Votes Needed:

- Scholarships budget set by Whitnee of \$175
 - *This vote may not be needed based on the overall budget that was approved by the membership on 9/27/23*

Income: None

Expenses: None

Volunteer Hours: 9.5 Hours for September 2023

Social: Stephanie Spika Hickey

New Business: We have eight active sub-clubs: Beer, Wine & Spirits; “Book”; Community Service; Crafting; Game; Hiking; Lunch Bunch; Toddler. New since last meeting is that we found a leader for Game Club! All sub-clubs have met at least once except Game Club (event scheduled for 10/21) and Community Service Club. We are currently evaluating Community Service Club to determine if activities will start happening, or if we should let this sub-club go

dormant for the year.

Sub-club events for the rest of October include:

18th – Crafting Club

19th – Lunch Bunch

19th – “Book” Club with Beer, Wine & Spirits Club

21st – Game Club

26th – Toddler Club

29th – Lunch Bunch

Old Business: None

Votes Needed: None

Income: None

Expenses: None

Volunteer Hours: 6

Volunteer Coordinator: *Open Position*****

Honorary President: Lu Anderson

Advisor: Veronica Clarke

Motioned: Penny

Second: Stephanie

Adjourned 11:08