

JWL BOARD MEETING MINUTES

February 1st, 2018 Board Meeting

The meeting was called to order in the boardroom of Return Engagement at 6:05pm. Roll call was taken and the minutes from January 4th, 2018 were read and approved.

President's Report (Leslie Newell)

The admissions and nominating committees met this past month, and I would like to thank everyone who agreed to serve on those: Your work never goes unnoticed. Laura will share the list of prospective provisionals in her report, and I am looking forward to an efficient and energetic provisional class. After they receive their invitations, please speak with those ladies you nominated or any others you may know and encourage them to join us in our efforts to help the less fortunate. The more giving women we have in our ranks, the bigger an impact we can make in our community! Thank you to everyone who has helped us get off to a great start for 2018! We've already had several work nights, a great lock-in, and many great conversations on how we can improve league moving forward. My challenge to you is to take your excellent ideas and make them happen! There is still so much time to make our ideas come to life, so share your thoughts and let's make a plan to get things done!

A few reminders: Our next board meeting will be Thursday, March 1st. Board reports are due on Sunday, February 25th. Thank you to all of you for turning in your reports in a timely manner! It's a small thing that makes a big difference.

Executive Vice President (Maranda Phares)

Thank you to everyone who submitted names and nominations for the next members of JWL. Tonight Laura will be announcing the names for you to vote on. I encourage each of you to speak with those who will be invited to join in the coming weeks. The date for the provisional information night will be finalized by the new EVP and all of you will be notified of the details.

Also, placement forms are on your tables. Please take the time to fill them out and return them to me. Consider your talents and interests and how you could best make a positive impact within this organization. Forms are due by February 19, but if you already know where you would like to contribute, I will take your form tonight. There are many jobs to do and I want each of you to have the best fit possible, but remember that sometimes these decisions are made based on seniority. If you have a concern, please contact me. You can leave the placement forms in the EVP box at RE if you do not turn them in tonight.

Vice President Parliamentarian (Laura Lang)

If you are a provisional member, please remember that you may now vote on any and all business brought before the membership. If you have any questions about anything we are discussing, please feel free to ask anything—there really are no silly questions--and to be an effective member, you need to cast a well-informed vote.

The March 1 deadline for the Gentry Neal scholarship is quickly approaching. If you know anyone who would like to apply, please pass the information along to them. The application can be found on our website, or you can contact me and I will email you a copy. Remember it is a \$1,000 scholarship awarded to an outstanding area senior that has shown great dedication to their community through community service efforts.

The Admissions Committee met in January, and it is my pleasure to be able to present the names of the women recommended for the Prospective Provisional Class of 2018. Upon general membership approval, these ladies will be receiving an invitation to the Provisional Informational Meeting that will be held shortly. If you submitted a name, please make every effort to attend. This is an important evening as it represents the future direction of League's legacy. Traditionally, we like to keep the names confidential until the women have received their formal invitations, so please refrain from discussing their inclusion on this list for a few days to let those invitations arrive.

Upon recommendation of the Admissions Committee, I move the following ladies receive invitations to join JWL: Vicki Seltenreich, Jennifer Bauman, Brittaney Gibson, Charlet Ringwald, Lauren Weeg, Sara Stuber, Gina Thornton, Sara Williams, Brittany Slater, Liz Chermak, Miranda Johnson, Tara Coburn,

Jenny Charles, Miranda DeCook, Cassie Barr, Brandi Scheiber, Kerri Dodson, Lindsey Trook, Lysse Vadder, Ashley Craig, Paige Klemme, Sara Jackson, Adina Childs, Katie Long, Christy Baker, Deanna Sampson, Haley Sharp, Angela Lyon, Roxanna Costello, Becky Brown, Lenita Krejci, Kendall Conger, Maggie Oberle, Kayla Reardon, and Meagan Conway.

(vote)

The Nominating Committee had a wonderful group of ladies to consider for the upcoming year's JWL leadership positions: It is nice to have so many qualified women from which to choose. The proposed slate for the 2018-2019 positions is:

EVP: Tara Coleman

Recording Secretary: Kim Collins

Assistant Treasurer: Whitney Hall

Project Chair: Natalie Beurlot and Jenny Grittmann

Honorary Chair: Sharon Trojan

Sustaining Chair: Kim O'Neill

We will be voting on these women during the new business portion of the meeting. Please thank these ladies for their willingness to serve and congratulate them following the meeting as they assume their new responsibilities.

Upon recommendation of the Finance.Community Donations Committee a motion was made by Laura Lang and seconded by Andrea Semrad-Gober to approve the following requests: \$100 to Greater Enid Chamber of Commerce to sponsor their Enlisted Appreciation Night. Recognized by the Air Force as one of the finest displays of appreciation for enlisted personnel, the event demonstrates commitment and support for VAFB and helps acquaint military personnel with the Enid business community. The motion carried.

Treasurer (Jessica Caruthers)

Balances as of January 29, 2018:

General Checking 70,067.59

H&S Holding 1,637.48

Emergency Savings 13,238.85

Building Maintenance Fund 13,422.87

Endowment Fund 1,304.25

Assistant Treasurer (Jomara Ortiz)

Would like to propose that the new Assistant Treasurer does not be in charge of Gala finances as well. She can still be in charge of the bank deposits; but preparing invoices for sponsors, and being in charge of RE store payroll and deposits, plus data entry in QuickBooks can be overwhelming; or at least it was for me. I imagine that working full time has something to do with it; but I think that both tasks are very demanding on their own. I will be happy to assist the Gala finance chair if she has any questions though.

Deposits were made as follows:

- RE Store (Check & cash only):

Jan. 16: \$696.95 (Sales Dec. 18-31)

Jan. 24: \$749.01 (Sales Jan. 1-13)

Total: \$1,445.96

- Gala: Cash & checks only

Jan. 2: \$4,000

Jan. 16: \$6,361.00

Jan. 24: \$1,725.00

Total: \$12,086.00

- Cookbooks: check only

Jan. 16: \$224.32

- General:

Jan. 16: \$5,677.25 (Endowment Fund, Individual Business Contributions, returned checks)

- Honorary/Sustaining:

Jan. 24: \$25.00 Casey Felix

Thank you to all the members that had paid Gala tickets and cookbooks this past month.

I am still collecting membership dues, t-shirts dues, gala tickets and sponsorship dues.

If you are not sure of the status of your balances please contact me.

Corresponding Secretary (Elizabeth Hurlbutt)

A motion was made by Laura Lang and seconded by Stephanie Carr to grant resignation is good standing to Tonya Rowe, upon reinstatement she would begin her 2nd year. The Motion carried.

Credit & Hours Chair (Kim Collins)

17 ladies turned in 330 Hours for the month of January.

As we enter the second half of the year it's important that all members get caught up on their reporting of hour for Summer through December, as well as the 2018 months. May will be here before we know it and My goal is to have no one on the Delinquent Hours list for this year.

Please turn in your February hours by Feb 24th if possible.

Project Chair (Tiffany Harvey & Courtney Strzinek)

We are finalizing our numbers from Gala, and should have the total funds raised calculated soon. We are also working to collect outstanding payments from businesses and individuals, and expect a check from Bidr to arrive in the next 4 weeks for \$20,353.16. Additionally, our 148 thank you cards are near completion.

Once our final numbers are calculated, we will meet with the Beneficiary Committee to discuss the donation amounts we are presenting to the four organizations in April. We are also getting our files in order and survey information compiled to meet with the 2018 Gala Chair(s).

April's General Meeting - Checks disbursed to Loaves & Fishes, Fleece Friends Foundation, Gaslight Theatre, and Leonardo's Children's Museum.

Return Engagement Steering (Stephanie Carr)

Thank you to everyone that showed up to work at the lock-in. We had a ton of fun and got a lot accomplished. The next Lock-In will be in March (date TBD). Taking a poll: Friday the 23rd, Saturday

the 24th or Sunday the 25th . Cast your vote by sending an email to Stephanie by February 15, 2018. The last Saturday of each month, we will have members work the store from 10am-2pm. Please let me know which Saturday you can work, it is more fun with a friend so sign up with a friend. February 24, 2018 is available.

Shout out to the all-time top consignors #1 Danette Frantz #2 Diane Feightner #3 Kelly Gwin. Consignment checks went out the first of this month that covered October, November and December and the top consignors for the past quarter are #1 Diane Feightner # Robyn Roberts #3 Monica Janes!!! Thank you to everyone that brings items to donate or consign.

Cookbook Steering (Monica Rorick)

The cookbook bundle sale was a HUGE success this past December! We had \$425 in just in member sales of the cookbook bundles only in December. Way to go Ladies!!! We also had a special visit from Lori Long and a group of women from the Okla Baptist Assoc., who also purchased \$_____ in bundles, as well as many other cookbooks. This made our total sales for December \$_____!! Thank you so much for your hard work. Look for another bundle sale in the spring.

We have several projects coming up...

- 1) Cookbook Marketing Blitz - begins tonight through the end of February. This is an opportunity for those who do not like to cook to get their credits. We will be offering a special wholesale price to old and new accounts, so contacting these accounts will be necessary. There will be prizes involved!!
- 2) Sunday, Feb 11 at 2pm we will be meeting at the storage unit to do a count of the cookbook inventory to see where we stand. If you need credits, this is a great opportunity.

Our next steering meeting will be Feb 15th at 6pm. We will be meeting at Farmhouse Fresh Coffee Shop & Deli, 717 S. Hoover. All are welcome to attend.

I would like to say a special thanks to all of those ladies who helped wrap cookbook bundles last minute in December. You were a Godsend, and we wouldn't have had the success on that sale with you!!

Care to Share (Kasi Bezdicek)

Care to Share has a total of 16 **hours** to report for the January. We have assisted 17 students from Garber, Waller, Coolidge, McKinley, Carver, PV, Waukomis & Chisholm. We have purchased Clothing, Shoes, Coats, Gloves/Hats, and First Aide Kit refills. A total of **\$583.34** was spent.

If you have any gently used or new coats you would like to donate to Care to Share please put them in the blue Cabinet in the backroom at RE.

Public Relations (Ryan Zaloudek)

JWL Website: We have transferred the domain to Weebly so that we will no longer run into the issue of a break in services that require outside help. The website is now back up and running!

www.jwlenid.com

*I will be working on the website throughout the month of February to update our look and content. If you are a committee chair, I may be contacting you for input on your committee's information.

*The member site will be updated with all previous minutes by the February general meeting.

Yearbook articles are due for the March edition of the newsletter on February 20. If you are a committee chair, you may want to submit an article; however, all members are welcome to submit content. Please email to Jennifer Niehus at our JWL newsletter email (not her personal):

jwlnewsletter@gmail.com

RE Marketing: Heather and Julie will be posting more frequently on our Return Engagement Facebook page in an attempt to help raise sales at the store. Please interact with these posts as you are able. You do not have to share every post; however, if you find something interesting that your personal network may like or if we ask you to share a post/participate in a game, please do. We did one this month that was not merchandise-related and it proved to be very effective in increasing our reach.

Community Donations (Laura Lang)

On behalf of the Community Donations committee, we recommend the following:
\$100 to Greater Enid Chamber of Commerce to sponsor their Enlisted Appreciation Night. Recognized by the Air Force as one of the finest displays of appreciation for enlisted personnel, the event demonstrates commitment and support for VAFB and helps acquaint military personnel with the Enid business community.

Development/Project Planning (Kim Collins)

The survey for Girls Night Out was posted on our Facebook page on January 8th and it was sent out via email as well. Several of you have completed this-thank you! However, we need all members to complete prior to GNO (Tuesday, February 20th). Also, invites will be placed on the tables at general meeting in order to serve as reminders. And finally, we will be passing around sign-up sheets for food and drink for GNO at the general meeting.

No new projects or tasks at this time.

Girls Night Out will be Tuesday, February 20, 2018 at 6:30pm. Hosting this event will be:

Andrea Semrad-Gober
4708 Mount Vernon
Host of Classes 2, 4 and 6

Jessica Easterwood
4615 Mount Vernon
Host of Classes 1, 3 and 5

Wish Families (Kathryn Oard)-no report

Social (Jena McNaughton)

I will talk about the fun we have at the Mimosa Barre 2/3, but until then I don't have anything to report on it.

Remind members to casually meet and get to know one another.

Next event will be Provisional Night in April!

Next event will be Provisional Night in April! More to come...

GIVE (Jessica Easterwood)-no report

Building Chair/Work Night Chair (Jennifer Williams)-no report

Honorary Chair (Pam Schoenhaals)- no report

Sustaining Chair (Linda Outhier)-no report

NEW BUSINESS

A motion was made by Laura Lang and seconded by Maranda Phares to accept the following slate of officers:

- 1. For EVP, Tara Coleman is nominated by the Nominating Committee.*

- 2. For Recording Secretary, Kim Collins is nominated by the Nominating Committee**
 - 3. For Treasurer, Jomara Ortiz is nominated by the Nominating Committee.**
 - 4. For Assistant Treasurer, Whitney Hall is nominated by the Nominating Committee.**
 - 5. For Project Chair, Jenny Grittman and Natalie Beurlot are nominated by the Nominating Committee.**
 - 6. For Honorary Chair, Sharon Trojan is nominated by the Nominating Committee.**
 - 7. For Sustaining Chair, Kim O'Neill is nominated by the Nominating Committee.**
- The motion carried.**

With no further business to conduct the meeting was adjourned at 6:41p.m.

Respectfully submitted by,

Diane Feightner

Recording Secretary