

JWL BOARD MEETING MINUTES
November 29, 2016

The meeting was called to order in the boardroom of Return Engagement at 6:00 p.m. Roll call was taken and the minutes from Nov. 3, 2016 were read and approved.

President (Laura Lang)

I hope that everyone had a very happy Thanksgiving and enjoyed spending time with your loved ones. And I want to thank the Social Committee for hosting the Christmas Luncheon last week. We had a great turnout and it's always fun to visit with some of our honorary and sustaining members hear stories from their time in League.

And we are only days away from our Annual Charity Gala. Since we won't be meeting again until January, I'd like to have Ryan and her Gala Committee stand. Let's show them our appreciation for their hard work in organizing this fantastic event! It's also time to start planning for next year—please be thinking not only about potential provisional members, but also in what capacity you would like to serve. Officer nomination forms will be available at the next meeting.

Thank you to Kaci Bezdicek and the December group for hosting tonight's meeting.

Happy December Birthday to Jennifer Niehus, Chelsea Davis, Tara Coleman, and Virginia Miller.

Issues for Board Meeting

1. Our next board meeting is scheduled for Thursday, January 5. Board reports need to be e-mailed to Diane and myself by January 1. If you have anything for the agenda, I need to know that by the 1st as well. More reports were on time this month, but we still had a few late submissions. Thank you to everyone who met the deadline.
2. If you cannot be at any board meetings, please notify Diane and assign a proxy if you are a voting member. And if you cannot be at a General Meeting, please have
3. someone designated to read your report for you.

Executive Vice President (Leslie Newell)

Can you believe its December already? This year is flying by!

This month is going to be crazy for all of us, and we have so many exciting things to look forward to in League! Please remember that we have weekly work nights that any member is invited to attend on Tuesdays and Wednesdays-look for the dates in your JWL yearbook or text me to check dates! Our provisional members would love to have any extra hands at work night, and keeping sales up Return Engagement allows us to give more money back to the community each month.

Since this is the season of sharing, I want to invite you all to share your JWL experience with friends and ladies whom you believe may be interested in joining JWL. If you know a lady who you think would make a great addition to our organization, please see me tonight for a sponsorship form. I challenge you all to invite two or three ladies to join JWL! Sponsorship forms will be due at our January general meeting. If you have any questions or if this is confusing, I'm always here! Call me anytime!

Vice President Parliamentarian (Natalie Lobaugh)

As the year winds down, we need to direct our attention to League efforts for next year. If you know someone you feel would be a great fit for an officer position, please speak with her to see if she would be willing to serve in that capacity. At next month's meeting, I will hand out officer suggestion forms for the next slate of elected positions. After forms are collected, the Nominating Committee will meet to discuss all names and decide on a suggested slate to recommend to the general membership, to be voted on. The deadline for forms is January 15.

The Admissions Committee will also meet in January to discuss applications for the 2017 provisional class. Please give your prospective provisional names and forms to EVP Leslie Newell so she can

complete her paperwork before the January 15 deadline. If you have any questions about qualifications or procedure, please consult your bylaws or ask me.

The Gala Disbursement Committee will also meet after Gala numbers have been finalized to determine the amounts to be awarded to each of our chosen recipients: Hope Outreach Parenting Ministry, CDSA Diaper Bank, and Youth and Family Services Foster Program. Remember, our own Care to Share and Community donations committees will be receiving a portion from Gala as well.

And finally, we will soon be accepting applications for this year's Gentry-Neal Scholarship. This is a \$1,000 scholarship presented to an area senior based largely on community service efforts of the applicant. A downloadable application will be on our website soon, and yes, family of League members are eligible. If you are asked to serve on one of these committees, please consider doing so as each of them is very rewarding.

Another one of my duties as parliamentarian is to ensure that we conduct JWL business in an orderly fashion. I have heard some concerns that members haven't been made aware of upcoming events or details about upcoming JWL activities. I do not agree with that statement. I want to remind you that we announce these matters at our meetings, as well as publish a newsletter every other month, and send out several emails and Facebook reminders on a regular basis. Please make sure you are reading all forms of JWL communication and keep yourself informed. We are all adults, so let's all be responsible for ourselves and be aware of what requirements or events are approaching.

Another way to keep informed is to pay close attention during meetings. It is imperative that you listen intentionally to board reports since much of the necessary information is shared during these times. I have heard complaints of ladies talking or noise during board report readings, which makes it very hard for those around you to hear important info, and it's disrespectful to the JWL member who is giving the info. I will be more vocal at our meetings regarding this matter, and I will "shhh" you if necessary. Please be respectful of all members, and hold your questions or comments until the board report has been read in its entirety. Perhaps one of your questions will be answered during the remainder of the report. We will have plenty of time to socialize before and after the meeting, and questions or comments are always welcome at the conclusion of each report. Thank you all for your considerate behavior during meetings, so that our meetings can run smoothly.

Treasurer (Jessica Caruthers)

Account balances as of November 22, 2016 are as follows:

General Checking: \$84,849.05

H&S Holding: \$4,846.63

Emergency Savings: \$13,223.44

Building Maintenance Fund: \$12,357.87

Endowment Fund: \$914.45

Assistant Treasurer (Maranda Phares) – no report

Corresponding Secretary (Emily Stuckey)

Happy December! This has been a fast month. It is time to tackle Christmas. Please remember to pray for those ladies in our organization who are facing a tough Holiday season. Also, remember if you know anyone who needs a card or note to send me an e-mail or text. Flowers were sent in sympathy for the loss of Patricia Anderson and Lyndie Shriver Johnson. Thank you was received from ywca for our donations urging domestic violence awareness month. Thank you was received from OBA for the frames and cookbooks for their silent auction. Resignation edited November 15 from Alissa Lack.

Board only:

A card was sent to Kristi Maxwell to let her know we are praying for her.

A card was sent to Ashley in sympathy for the loss of her mother.

A motion was made by Natalie Lobaugh and seconded by Leslie Newell to grant Alissa Lack resignation in good standing and upon return she would begin her 3rd year. The motion carried

Credit and Hours Chair (Michelle Adams)

For the month of November 20 ladies turned in 286 hours. Keep up the good work.

I did not print off spread sheets this month, but if you returned your sheet to me last month and would like to add to it, I will stay after for a few minutes to let you all get your hours in.

Just a reminder Gala hours are required this week and 5 RE by Dec 31, so make sure to turn those in. I need all December hours to me by December 31st.

Project Chair (Ryan Zaloudek)

The Gala committee has been hard at work, as have many of you, finalizing auction donations and advertisers this last month. Thank you to everyone who made calls, dropped off fliers, picked up items, and filled in forms. It is extremely helpful to us when everyone does their part. We still have quite a bit of work to do in finalizing the last-minute details, but we are in a very good position heading into the big event. There are many exciting things happening and in place for this year that I can't wait for you to see. We have secured \$43,385 in sponsorships, ad sales, and table/lounge sales. With membership and general ticket sales, t-shirt profit, and general donations, we are currently looking at over \$53,000 in income so far! I am so proud to announce the winner of the fundraising contest. The lady who secured the most in combined sponsorships, ad sales, auction items, and ticket purchased is Shalene Jones with \$2330. Gala committee members were excluded from this contest, but I will announce this same award for a Gala committee member at the January meeting. I want to take a moment to let everyone know what is expected of the membership during Gala weekend.

- First, please be on-time to your scheduled shift. I have placed a few copies of the final schedule on each of the tables and it was also posted as a file to the JWL Members Only Facebook group after last month's general meeting. Wear your Gala t-shirt if you ordered one. If not, wear a JWL shirt or a plain navy or charcoal gray shirt. If you are helping with the Saturday morning shifts or Sunday morning shift, also wear comfortable shoes as you will be doing quite a bit of moving. If you are officially scheduled to work during the event, meet me for a few minutes after the meeting for instructions. Upon arrival to any shift, please check-in with Virginia Miller or Lorie Legere for your work assignment.
- Second, please plan to arrive and be checked in by 6:30pm. All members who are there and checked in on-time will be entered for a chance to win no Gala fee (basically one general admission ticket) and no Gala set-up hours next year. Please encourage your friends and other guests to arrive early as well to ensure they are able to get their picture taken, enjoy the food, grab a drink, and bid on silent auction items before our program begins. We are trying something new this year and closing 2 of the silent auction lots before the program and live auction. There will be 1 silent auction lot that will close 15 minutes following the end of the live auction.
 - The Gala schedule is on your tables and has been posted to the Gala Facebook page, Gala event, and Member group.

- Upon arrival, all guests will be asked for a Driver's License (to be scanned in for contact information) and will have the opportunity to pre-swipe a credit card for express check-out. This is a new process this year that our auctioneer is providing to us, so I'm sure there will be kinks; however, should be a much smoother, quicker, and more organized process than in the past.
- Third, while you are at the event, you are expected to help in several ways. Please help us welcome guests as they arrive and get checked in, show them where their tables are/where the bars and food are, direct them to coat check/Muncy Photography, and especially make sure they check out the silent auction lots. You may drink, eat, and converse with your friends and guests, but please also try to make yourself available if you notice people looking a little lost and as we near silent auction closing times. At the close of the second silent auction lot at 7:50pm, we will need all our members to help us direct our guests into the Grand Ballroom to take their seats and get situated for our program and live auction. The bars will close during this portion of the evening. Your help will ensure that we have our guests attention this year so everyone knows to pay attention. The program will begin at 8:00pm sharp and will last a maximum of 15 minutes. The Live Auction will begin at 8:15pm. Following the Live Auction, please continue to help if asked. The majority of the work will be taken on at this point by the Gala committee and members who are scheduled to work
 - When the Auction check-out opens, a JWL member will be stationed at each silent auction table. Guests can either provide a Blue pre-swipe card or a check-out receipt to pick up their items directly from the table. Items that are not picked up by 10:00pm will be moved to the board room and will not be able to be picked up until Monday the 12th at RE. Again, this is a new process this year with our auctioneer, so please bear with us as we try to make it as smooth as possible.
 - Remember that you are a JWL member and a representative of our organization. Poor behavior will reflect on the organization, especially rudeness. Remember that we have had potential sponsors and large donors tell us that they have a bad taste in their mouths about JWL because several people were rude to them a few years ago. The better people think of our organization, the more likely they are to generously support Gala and our other JWL programs.
- Fourth, everyone is expected to be there and to have fun! We have worked hard and deserve to celebrate our success. For many in this community, the JWL Gala is THE Party of the Year. Once the band starts, feel free to let your hair down (figuratively, of course) and shake it on the dance floor. Just remember that there will be several hundred people there, so try not to do anything you wouldn't want your enemy's neighbor's sister to see. And please make sure to get home safely. We don't want anyone busted on their way home from this event.

Please watch our Facebook group for final announcements this week. If you have any questions about this or anything Gala related, please don't hesitate to contact me.

Return Engagement Steering (Stephanie Carr)

November sales were \$ 8625.52

I would like to say thank you to everyone that has worked this past month. Please sign in when you are working at RE. All members except for Provisional members are required to work ten (10) hours at Return Engagement. Five of those hours are due by the end of this month. Contact me or Kylene to sign up to work a Saturday or an employee shift. Each class is assigned a work night this year. We only have 2 more class assigned work nights left for the league year; 5th year on January 31st and 6th year and above will be on May 31st.

Please make sure you read and follow consignment rules that are listed in the yearbook. Your donations and consignments are greatly appreciated and help us fulfill our mission.

Care to Share (Kasi Bezdicek)

Care to Share has a total of 21 hours to report for the November. We have assisted 17 students from Adams, Garfield, Coolidge, Prairie View, Waller, Enid High. We provided School Supplies, Clothing, Shoes, Coats, Stocking Hats & Gloves. A total of \$1358.04 was spent.

Scissors have been requested a bunch this year from all the schools. (They were left off the school supply list) This month Care to Share was able to provide Coolidge with 300 pairs of scissors for the students in need to be able to make all participate in learning activities with their classmates.

Cookbook (Kristina Donaldson)

In November, the Cookbook Office sold 5 Stir-Ups, 3 Bootstraps, and 6 Swap books for a total of \$237.14. Our next Steering Meeting is set for December 15 at 5:30pm at the Return Engagement Board Room. All members are invited to attend. Thank you for taking advantage of our Flash Sale. If you didn't see it on Facebook or in your email...The Cookbook Office is running a special for members (including Honorary & Sustaining): one StirUps and one Bootstraps for only \$25. We will do this through the January meeting. There will continue to be events for you to obtain your Cookbook Credits. Monica will let us know of upcoming opportunities at the Symphony and First Fridays. I have books for sale tonight or you can check them out at Return Engagement. Remember that every member, except 6th year and above, are required to buy or sell \$75 in cookbooks this year. We also ask your help in meeting our goals for Retail and Wholesale sales, so please promote our books wherever you go.

Community Donations (Beth Kelly)

Upon recommendation of the Community Donations committee a motion was made by Kristina Donaldson and seconded by Ryan Zaloudek to provide a \$200 donation to the Enid Basketball Program. The money will be used specifically to feed more players sack lunches on game days. For our \$200 donation, JWL will be recognized in this year's basketball program. The motion carried.

League Development/Project Planning (Elizabeth Hurlbutt)

We will ask the membership if they have a new project in mind for next year or if we will do the gala again upcoming year.

Wish Families (Jessica Easterwood) – no report

Social (Maranda Phares) – no report

GIVE (Jena McNaughton)

The GIVE Committee approved extending our partnership with the CDSA, Hope Outreach Ministry, and YWCA by adding diaper donations to the list of GIVE Opportunities. For dropping off diapers, you can earn half an hour of GIVE. The GIVE Committee approved to add Creative Arts of Enid to the list of GIVE Opportunities. They are currently seeking volunteers to help with classes, especially the kid

classes, and special projects. A little background... Creative Arts was started as a *for profit* LLC by Patricia Ridge Bradley in 2009. Patty always dreamed of a creative place where children and adults could learn basic art skills and then go on to develop those skills. One day, while sitting in church, she was challenged by the sermon to follow that dream, so that is where she began, with Pencil Drawing. She developed an 8 week course. In May of 2011, Patty got the unexpected news that her husband's company was closing the Enid office and he was being transferred to Oklahoma City. She hated the thought of closing the Studio. With the help of some friends, they decided to convert Creative Arts Enid to a *non-profit* organization. Despite the uncertainty of that outcome, Summer Camps were added for kids 1st through 6th grade, and it was a rousing success. The torch has since been passed to Lisa Magyar who became the Director in 2015. Classes held currently include Mommy & Me, Skip to my Louvre, Wheel Pottery, Pottery Lab, Follow Me, Modern Musings, Teen Paint & Sketch, Sip 'n Sketch, and numerous workshops featuring local artists. And our very own, Monica Rorick serves as the President of the Board! The GIVE Committee approved to add the Gaslight Theater to the list of GIVE Opportunities. They are continuously needing people to house manage during shows; set up, help people find their seats, serve drinks at intermission, and cleanup afterwards. GIVE hours and credits will not be given for participating in a show. The Gaslight Theatre of Enid, Oklahoma, was founded in 1966 under its original name of Enid Community Theatre. Gaslight is one of Oklahoma's oldest and most active community theatres. The theatre has been housed in an old TV studio in the 200 Block of East Randolph, later made its home in a converted warehouse in the 200 block of East Maple and in 1989 came to its present location at 221 N. Independence. The current theatre was purchased and fully renovated with tremendous community support.

Public Relations (Julie Nelson) – no report

Historian (Jomara Ortiz) – no report

Babysitting (Natalie Lobaugh)

Last month we had a great turnout of children for the general meeting babysitters. At last month's meeting, I asked members if they would utilize a sitter for the JWL luncheon. I only heard from two mothers. What are your thoughts about whether to provide this service?

Honorary Chair (Mary McCormick) – no report

Sustaining Chair (Christy Northcutt) – no report

NEW BUSINESS-none

With no further business to conduct, the meeting was adjourned at 6:43 p.m.

Respectfully submitted,

Diane Feightner
Recording Secretary