

GENERAL BOARD MEETING MINUTES

September 6, 2023 / 6:00PM / F.E. Warren Lanes / CALLED TO ORDER: 6:05 PM/ENDED 7:31 PM

ATTENDEES: Erika Farms, Angelia Parati, Katie King, Caitlin Felske, Alycia, Betsy Bishop, Jen Secrest, Brenda Lutton, Emily Z, Audrian Galbert, Riggs Zuiker, Becky Dines

AGENDA:

Need to Know Information:

President:

- WELCOME ADVISORS: Jennifer Secrest, Audrian Galbert, and Becky Dines!
- Positions still open: Ways & Means, Special Event Chair*, Historic Homes Tour*

Secretary:

- Drive is updated and organized

Operational Vice President:

- Secured Paris West for the Social; Sept 16 10AM-12PM; finalizing "menu" this week

Thrift Shop:

- Fall Operating Hours: Consignments by Appointment on Monday; Tuesdays 10AM-12PM, Wednesdays 4-6PM, Thursdays 10AM-12PM, Saturday(9/9) 9AM-12PM
- Report:
 - Volunteer Hours: 133.5 hours this month
 - YTD Profit: \$2962.98; June: \$1050.98 July: \$943.01 August: \$978.89

Membership:

- Report:
 - Total number of members: 25
 - Number of renewals: 17
 - Brand new members: 8
 - Number of members moved: ?
 - Number of members that still need to renew: ?

Welfare Vice President/Scholarships:

-Scholarship checks were sent out to all but 1 student; they have until Sept 30 to notify us.

-All checks sent out have cleared the bank account!

Treasurers:

-Operational: Ops budget is ready for member approval; President would like to finalize the welfare budget (and hopefully Constitution and By-Laws) and send out one email to membership to have it voted on.

-Operations Numbers:

Savings = \$3,006.28

Checking = \$6,112.95

Total = \$9,119.23

\$682.58 profit this month

-Welfare:

Savings = \$3,001.05

Checking = \$40,706.43

Total = \$43,707.48

-Thrift Shop:

Savings = \$0.00

Checking = \$20,671.89

Total = \$20,671.89

Need to Discuss/Need to Get Done:

President:

- Need to find a Ways and Means Chair; if we don't I would love for fundraising ideas for both welfare and operational side and get them approved

- Fundraisers- open to all and for a cost
- Ways & Means at socials and fundraisers to support Base & Cheyenne Communities

-Last social committee meeting we discussed:

- Socials- FREE for Members; each social depending on cost can have a non-member fee **Daniek offered Museum to partner with WSC for murder mystery—get in touch with her for possible coord.**

-As of right now we only have 3 active mini clubs; we need to support them and/or push for new ones.

-Need to file Annual Business Report with Wyoming (follow up with Audra): Schedule meetings for ByLaws & Constitution, To get Operation President on Bank Account

Parliamentarian:

-Welfare financial documents

-Accepting changes to the constitution and bylaws

Deadline for edits is Wednesday, September 14th. Make suggestions on drive document located at the top of the constitution/bylaws group chat.

Discussion: How do we get membership to see changes/approve edits with full transparency? Send out current bylaws/constitution to members to request changes?

BL: Show members what was changed.

Welfare Vice President:

-FSS needs the following from the club:

- ByLaws and Constitution
- Bank Statements from June 2022 - May 2023
- Meeting Minutes from Last Year

-Movie theater is getting closer to opening. Waiting on a few questions from MSG and should have a set date. Movie Theater Committee Meeting dates. Options are:

Friday between 10-12

Tuesday 9/12 10-12 or 7pm

Wednesday 9/13 10-1 or 3-5

Friday 9/15 between 10-12

Please let Christine know what works best for you!

-Budget Meeting last night; proposed budget is on the drive

-Hidden Pennie's did get us a YTD report from last year. But they have been really slow in getting the information we have requested and communication is not great. Report was not separated into the 3 different accounts, it was all lumped together: Vote on do we want to look into a new bookkeeper?

-Need approval to spend the money for concessions for theater- put to a vote.

-Could we advertise open board positions at the Thrift Shop?

Operational Vice President:

-Mini Clubs- need POCs POCs track attendance and send names to Katie any which way!

Operational Treasurer:

-Insurance Update? We have business insurance. \$475 a year to cover ops and welfare. Policy: $\frac{3}{4}$ will cover thrift shop, so thrift shop will spend $\frac{3}{4}$ of \$475 and ops will pay the other $\frac{1}{4}$. We need to see if the movie theater will need a new policy separate from the thrift shop/movie theater duo. Sit down with agent/adjustor? Ask legal?

-Looking at ordering shirts and sweatshirts to sell. Need fundraiser request put in, unless we are only selling at membership events (for us by us = no request needed). Reached out to local screen printer. [Get a quote from arts and crafts.](#)

Thrift Shop:

-Board members are asked to work one shift a month in the thrift shop. If the current hours don't work, please consider helping with taking extra donations to Goodwill. You can message me to schedule a time.

Webmaster:

-Is keeping the website up to date; if there's anything that should go up there please include Emily!

Need to Vote:

-FUND REQUEST VOTE: Air Force Ball requesting \$250 - they are raising money "so the event can be free for members E-4 and below"

- Motion: [Erika](#)
- Second: [Andrea](#)
- Discussion: [Switch to sponsorship? To help fund space for kids. \(In addition to this donation.\) Erika/Katie will talk to POC about getting a shout-out.](#)
- Vote: [TABLE](#)

-VOTE: Do we want to look into a new bookkeeper?

- Motion: [Andrea](#)
- Second: [Angelia](#)
- Discussion: [We need to look at current contract with bookkeeper.](#)
- Vote: [TABLE](#)

-VOTE: Spending the proposed amount for Movie Theater start up?

- Motion: [Angelia](#)
- Second: [Audra](#)
- Discussion: [\\$5,000 is the budget for the movie theater currently; When are we opening up? When is training getting done? Movie theater committee will need details regarding budget.](#)
- Vote: [TABLE](#)

CALENDAR FOR SEPTEMBER:

Diversity and Inclusion: (3rd Thursday of the month, [Trail's End Baker Rm](#)) @ 1300. [Erika attending](#)

AFA: September 12, 2023 11am @ Warren Adventure Park

MAC: MAC Luncheon scheduled for September 28 @ WY Air National Guard Base [Audra attending](#)

CSWG: September 7, 2023, at 10 a.m. in the Wing Conference Room of Building 250 [Caitlin, Audrian attending?](#)

Right Start 13 September (every second Wednesday, 7AM): ????
 Coalition Meeting:???

Christine Sabatowski -My availability will be on and off for all in-person events till the end of October. I will be free to do things at home and reachable via my phone. PLEASE TEXT no google.
Andrea DeMuth- I will still be working the thrift shop but will be having family visiting October 9th-13th so may not be readily available.
Bree Zitzelberger Second Week of September
Katie King surgery September 26
Erika unavailable 15-17 September

SEPTEMBER 2023						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4	5 Welfare Budget Meeting	6 General Board Meeting	7 Book Club Mtg 9AM	8	9
10	11	12 Bunco Mini Club 6:30PM	13	14 Lunch Bunch 12:30PM	15	16 WSC Social 10AM-12P M
17	18	19	20	21	22	23
24	25	26	27	28	29	30

Audrian's Questions/Comments:

- Charitable giving request form: make a google doc version in addition to the PDF version and people can choose which one they want to fill out
- AF Connect w/link to spouses club website? Talk to PA.