
Sheppard Spouses' Club

JANUARY BOARD MEETING MINUTES

01/11/2021, Meeting Called to order by President at 6:37 pm

Attendees

PRESENT: Amber Simpson, Heather Mykes, Amanda Chastain, Reanna Lee, Kara Lanning, Lainie Norman, Taylor Davis, Megan Caldwell, Janet Driggers, Tricia, Tiffany Kelley, Morgan Ellis, Kristin Acevedo, Kathryn Brammer, Sheena McMillian, Danielle Whalen, Kristen Sibley, Lori Bell, Sara Hughes

Absent -

Agenda

New Business

1. President
 - a. Socials/ Mini Clubs- Pending HPCON Charlie status - **Attempt virtual events, Lainie will work on ideas for events, looking for suggestions from members also.**
 - b. Thrift Shop - thriving and seeing great improvement in profit margins -**New volunteers from those that have recently arrived at Sheppard. As of now, no word on if Thrift Shop will have to close due to new COVID restrictions. Tiffany will inquire Tuesday Jan 12, to remain open at minimum for shopping only.**
 - i. Kathryn has requested the floor to discuss volunteering. **Volunteers desperately needed to work at Thrift Shop. Open Tuesday and Wednesday 10-2, Thursday 1-5 and third Saturday of every month. Last Thursday of each month, evening work hours. Morgan and Amber to set up a sign up schedule for volunteers.**
 - ii. Bylaws/Constitution and SOP being reviewed by TS Director, Amber Simpson, to submit for approval at February Board meeting.
 - c. Nominations/Elections - Tiffany's suggestion is to push nominations to the end of March, Elections to be held the first two weeks in April, and give one month for turnover for the new board. Discuss/Vote **Not being able to meet/events in person, has had an impact on people for interest in board positions. Motion to discuss-Heather, second Megan. Will need general board members to make sure nominations and elections happen without glitches. Motion to Vote-Heather, Second-unanimous passed**
 - d. Please review your full job description - You will submit your suggestions/edits to your respective VP and a full review of job descriptions will be done after elections for the new board to consider. **All descriptions on Google Drive, review yours, submit your suggestions of edits.**
 2. Charitable and Operational Vice President
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- a. Operation Homefront Update - Back to School Brigade will begin planning in Feb/March **Operation Homefront has already been in contact with Tiffany about donations-where to get them from**
 - b. Fundraiser - Kathryn : FunRun or 5k in March/April (ensure no conflict with Sheppard Elementary's spring fun run, and/or FSS schedule) **Due to HPCON Charlie, holding off on fundraising events**
 - c. Publicity - Monthly calendar of posts, need ideas to help Amanda with engaging and fun posts to keep people connected and plugged in all while sharing the pertinent information - **Tiffany to email Amanda a list of posts to be scheduled every month, focus on outreach, and then fun posts for engagement**
 - d. Volunteer opportunity
 - Base Camp Lindsey - ongoing need for volunteers
 - e. Thrift Shop
 - \$949.18 December profit
 - f. Food Pantry
 - Ready to go - Publicize open, by appointment only
 - g. Knots of Love Baby Blankets - At AFRC none needed at this time
 - h. Cinderella's Closet - Closed due to COVID19
 - i. Hangar Holiday
 - Moving forward with planning 2021- Kara and Lainie to be trained on processes **If 2021 HH cannot happen, Tiffany advises that do not let vendors transfer, and cancel with MPEC and get refund of \$9400**
 - New bank acct opening this month with President/Ch Treasurer on account to pull all HH money to separate account for financial accounting purposes, total retained from 2020 transfers \$48,202.00 **Charitable account amount \$12,493.15**
 - j. Scholarships - Taylor has the floor **Applications open virtually Feb1, will run till 12 March**
 - Eligibility - Who can apply? **High School Senior Dependents**
 - College-Age Dependents**
 - Military Spouse Dependents of Active Duty, Retiree & Deceased Members stationed at or residing within 50 miles of Sheppard AFB.**
 - Amount available to award - \$10,000 **Date for award ceremony, April 22, 2021**
 - k. Current Membership - 108 All paid and current
3. Treasurers- Financial review will be set this month **Will be sent out via email**



Old Business

- 1.

Next Meeting Agenda Items

Meeting adjourned at 7 :35 pm

Minutes Recorded by - Leigh Sweeney