
SSC BOARD MEETING Minutes

06/29/2020, Virtual Zoom Meeting Called to order by President at 6:30 pm

Attendees

Present: Tiffany Kelley, Tricia Petek, Megan Caldwell, Kristin Acevedo, Lori Bell, Vreni Schaumburger, Janet Driggers, Lori Bell, Patti DeMotts, Lainie Norman, Heather Mykes, Megan Caldwell, Sheena McMillian, Chelesea Snyder

ABSENT: Kathryn Brammer, Kristie Mimms, Leigh Sweeney, Sara Hughes, Inga Kleinheyer, Kara Lanning, Alicia Carraway, Morgan Ellis


Agenda

New Business

1. President - Call to Order at 6:32pm
 - a. Welcome to New Board members
 - i. Taylor, Scholarship; Reanna AIT New Spouses Liaison
 - b. Will be submitting 501c4 IRS application NLT 31 July
 - i. Will go in next month with our CPA
 - ii. Two solid years of financials have been reconciled
 - iii. All we need to do is file.
 - iv. 90 days to 6 months to get our determination letter.
 - v. COVID has extend due dates
 - vi. We have until September to file, but Tiffany would like to file it now.
 - c. Chamber of Commerce Membership discussion/vote
 - i. Our organization already has an established relationship with the chamber
 - ii. They do a lot to focus on military spouses, veterans, and active duty.
 - iii. They can help us out with events such as Hanger Holiday and others as a sponsor.
 1. They can help us find more sponsors to help us with our expenses (such as renting out the MPEC), which will help defer our costs, so we have more money to give out as grants and scholarships.
 - iv. If SSC is a member of the chamber, our members can attend chamber events for free.
 1. Member AFTer Hours and Wake-Up WF - perks to attending these
 2. Getting Chamber referrals
 3. Chamber Board Room that we have the opportunity to use.
 4. Participate in committees and tasks forces - our voice as a Base on the Chamber
 5. Printed list of Chamber List - we can use this to find corporate sponsors.

- v. It will allow us to be more visible in the community
- vi. Cost for us to join is \$400/year.
 - 1. The cost would come out of charitable funds, as it is community outreach
- vii. Including Hangar Holiday funds - we are at \$59,000 in our budget
- viii. Heather Mykes - Motions to Open Discussion - Lainie seconds the motion
 - 1. Tiffany - we cannot participate in any chamber lobbying activities as a non-profit status as 501(c)(4)
 - 2. Pros - Tiffany - something of value, credibility for our club, gives us a seat at the table, good for younger members getting involved; Lori - likes the idea - expands the reach of the club, we need to make sure that they are attending on behalf of the club; Janet - makes sense to me to be part of other organization.
 - 3. Cons -
 - 4. Questions - Danielle - have other clubs done this?
 - a. Tiffany - yes, some pay for it, but then don't utilize the benefits. But our chamber has a lot of benefits that others don't offer.
 - 5. Votes
 - a. Heather motioned
 - b. Kathryn seconded
 - i. 8 in favor
 - ii. 0 opposed
 - iii. 1 abstention
 - c. Motion passed - Kathryn will write a \$400 check to the Chamber
- d. Governing board position open - Historian, Cinderella's Closet Chair (Heather is going to help out with this, but we don't have any events at the moment, due to COVID), Fundraising Director - the hardest position to fill, let us know if you have anyone that may be interested.
- e. Board Retreat - July 18th (Heritage Center) - what are everyone's feelings about meeting in person? You can let me know in private and we don't have to talk about it publicly here.
 - i. Tiffany thinks that it would be important to have an in-person event to connect as a group.
 - ii. Taylor - questions about indoor gathering - base guidance, less than 25.
 - iii. Kristin - patio area? Tiffany - yes, but it's going to be hot
 - iv. Sheena - will be out of town on that date.
 - v. Tiffany - Lainie will most likely not be there
 - vi. Lori - I think most of this can be done on Zoom. I've done other retreats on Zoom and it can still be impactful. Can be fun with games and other creative ways. We just need to be mindful that we need to block out that time and create that space during the Retreat time. And you only work on the retreat during that time.

- vii. Tiffany - I am zoomed out and would need someone creative to help her plan a completely Zoom Retreat. (Chelesea offered to help with Zoom if needed.)
 - 1. For Bylaws and Constitution - everyone could review it and then make their suggestions and then we could meet about that separately
 - viii. Patti - more comfortable with a Zoom option
 - ix. Taylor - have we considered a blended option?
 - 1. Kathryn - I like this idea, so we can make our own decisions.
 - x. Heather - won't be able to attend that weekend.
 - xi. Reanna - I like the blended option too, I know work has us back in the building so I've been back "in the community" since may 10? (when the shelter in place ended) and with being a new member I'd feel more personable meeting people face to face, but i do understand and respect people wanting to stay home
 - xii. Leaving open for comments until the end of the week, so everyone can think about it and let us know our thoughts.
 - xiii. Discussion - TABLED for this evening
 - 1. Tiffany will put a poll to get a feel for how to move forward.
- f. Please check your Board position email at a minimum weekly. We communicate all board matters via two platforms; Email and Facebook Group.**
- i. Tricia will send the minutes to Tiffany after the meeting; Tiffany will review and then email them out to the Board.
2. Operational Vice President
- a. How do we stay connected to our membership during this time? How do we reach out and show support? Everyone please help brainstorm.
 - b. Megan - this is her second time in WF and they love it here - and they're happy to be back.
 - c. Current Membership 50 members as of today; 10 brand new members
3. Social Chair - Virtual Bingo 30 June
- a. Lainie is running this and it will be conducted on Zoom.
 - b. Bingo cards will be emailed out tomorrow.
 - c. \$400 in gift cards - 8 prizes - massage, coffee shops, restaurants supporting local
4. Charitable Vice President
- a. Operation Homefront Update for Back to School Brigade - update from Kristie
 - i. Going to be completely different this year.
 - ii. This year will be a drive through, not a shopping event.
 - iii. We are going to model ours after Lawton's which takes place before ours.
 - iv. We are going to utilize our building and parking lot, due to changes at the Youth Center. More information to follow - will be posted on the Board page - donations start in July.
 - v. We will need some volunteers to pack the school supplies in the to-go boxes
 - b. Thrift Shop
 - i. May and June - No Profit due to COVID19 Closure current estimate of profit loss based on last year's income ~ \$3,500 to date
 - ii. Reopening pending approval
 - 1. As soon as we get approval from Gen. Bell (hopefully this week)
 - 2. Social Distancing stickers on the floor

- 
3. Mask-wearing
 4. Plexi-glass at the cashier stand
 5. Lots of hand-sanitizer
 6. Working with Patti and Col. DeMotts on reopening specifics
 - iii. Taking donations by appt
 1. No consignment
 - c. Helping Hands - Baby Blankets - fabric will be ordered, volunteers to work on blankets at home over the summer - we will have more material and more volunteers to make blankets - we can always use more volunteers when needed
 - d. Cinderella's Closet - Closed due to COVID19 - Heather will get the closet reorganized for change over
 - e. Scholarships- Verifications being received, checks being issued
 - f. Hangar Holiday - 20 booths left to book, closed one side room. We need to discuss Santa booth this year. 7 cancellations received. Waiting on ordering publicity items until September/October.
 - i. Mass gatherings - in November - as a board we will have to make a decision if restrictions do not change due to COVID - we will have to cancel the event.
 1. Taylor - Governor just made a rule that you must get city council approval for gatherings larger than 100
 - ii. If we have to cancel due to the pandemic our \$9200 deposit to reserve the space will be refunded.
 - iii. Tiffany is not ready to call it yet, but we need to start thinking about it.
 1. Our vendors will have to know because they rely on this event for their businesses.
 - iv. Tricia - do we have a date by which we need to make a decision?
 1. Tiffany - September 1st
 2. Janet - too early to decide right now. Can we have a contract with the vendors so they know we are having to consider this, so that we are communicating with them about the possibility. Is there a way that we can do it like IKEA - direct traffic? Online for merchandise beforehand to take out the browsing? Limit the numbers of people at the event. I don't want to just quit.
 3. Lori - a great idea, Janet. We can do like FSS - set up appointment times on a calendar and schedule it.
 4. Taylor - I think we should pay close attention to how upcoming vendor fairs are being held (I.e. the kid's fair this weekend) So we can adapt our model to new specifications to promote the event but keeping risk low.
 5. Patti - I agree with Taylor, as well as making sure we are following our Commander's intent, which we won't know until we get a little closer.
 6. Heather - can we sell tickets like the Just Between Friends?
 7. Kristin - do we need to ask the vendors how they feel about this?
 8. Tricia - can we do some kind of hybrid - in person/online
 9. Janet - our spouses can be personally shoppers
 - a. Vendors create videos with merchandise

- b. We can blitz it a few weeks beforehand
 - c. I just don't want to cancel this outright.
 - 10. Tiffany - I'm worried about losing the shopping experience of Hangar Holiday. I'm worried about our vendors that cancel and how we would cover the cost of renting MPEC.
 - 11. Megan - Is there not a way to make a decision in October instead of Sept. 1?
 - a. Tiffany -this would be difficult for our vendors if we waited this late. I want to give the vendors more than 30 days notice.
 - i. Megan - But if we have to cancel you have to think others will most likely be cancelling as well
 - b. Heather - we owe it to our vendors to let them know we are canceling.
 - 12. Tiffany - we aren't going to have a Santa Booth - it requires a huge amount of volunteers and last year we didn't make a lot of money on this last year. It would probably not be ideal to coordinate during a pandemic.
- 5. Treasurer
 - a. Current Financials, see attached
 - i. Will come in via email
 - ii. Change over has occurred new treasurers and VPs added, old treasurers and VPs removed.

Old Business

- 1. AITs have not been able to see their families and have been restricted to base
 - a. We can reach out to them with goodie bags with prepackaged snacks and a card.
 - b. If you have a new spouse that is struggling - connect them to us. We now have an AIT liaison and Tricia is a volunteer with the Military Spouse Advocacy Network so we can reach out to new spouses.
 - i. If you have input on this, please let us know. We are going to work with Mike Battaglino about getting this out to our AITs. They are struggling and haven't seen their families for months and we want to help them out. Kristin will be reaching out about this in the next few weeks.

Next Meeting Agenda Items

Meeting adjourned at 7:33pm.

Minutes Recorded by Tricia Petek, Parliamentarian for Leigh Sweeney, Secretary