

Offutt Officers' Spouses' Club
Board Meeting
January 7, 2025

Charitable Meeting Call to Order and Attendance:

Board Members Present: Teresa R., Aly T., Jessica M., Jess C., Catina N., Shannon H., Sarah T., Tom B., Alicia V., Jessica G., Peggy T., Amber D., Nikki H., Danielle M., Haley O., Deanna W., Danielle S., Amanda S., Danielle S

Board Members Excused Absence: Christine S., Elizabeth Z., Jenny S., Terri C.

Call to Order: 6:00p

Welcome and Introductions:

Approval of December Meeting Minutes: Motion by Jessica M.; Second by Nikki H.

14 Aye, 0 Nah, 0 Abstain. Motion carries.

Charitable Officer Board Reports

President (Teresa R.)

- A. Next board year: If you are unable to fill your position next year, make it known to the board and please help begin to look for someone to fill your spot.
- B. Next year we will need a new President as I have been doing it for 3 years and the term limit is 2 years.

Charitable Treasurer (Deanna W.)

- A. Nothing to report.
- B. We should reach the expected 30k earned through the thrift shop, and hope to be able to increase it by \$5,000 as well as the charitable giving.

Charitable Vice President (Jessica C.)

- A. Two out-of-cycle requests (funds needed before next Board Meeting):
 - a. Wing Awards (Top 3) requesting \$250-1000
 - i. Motion to approve 1,000
 - ii. Motion Moved by Niki H and second by Jessica M.
 - iii. All approved as is.
 - iv. 14 Aye 0 Nay 0 Abstain. Motion Carries
 - b. Offutt Advisory Council Wild Blue Yonder requesting \$800
 - i. Motion to approve \$800
 - ii. Motion moved by Jessica M second by Alicia V
 - iii. All approved as is.
 - iv. 14 Aye 0 Nay 0 Abstain. Motion Carries

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- c. (Requests attached to email for agenda)
- d. Next cycle charitable requests due next week on the 15th
- e. We need to pick a date for the next Charitable Request Meeting
- f. After action report for the tree lighting available by email upon request

Charitable Board

Thrift Shop (Danielle S.)

- A. Will need to hire a new manager as Tom will be moving this summer.
- B. Probably will advertise starting in March, but if you know anyone that might be interested, send them my way!!

Scholarships (Terri C. & Aly T.)

- A. Nothing to report.
- B. Share the information for the scholarships
- C. Volunteerism is highly recommended
- D. Not dependent on ACT and SAT scores

Wreaths Across America (Sarah T. & Terri C.)

- A. Save the Date: Saturday, December 13th 2025 11AM
- B. Reminder: Wreaths Across America Matching Campaign is happening now!
- C. Campaign runs from 12/14/2024 until 1/17/2025
- D. Details:
 - a. Any paid sponsorship wreath will get matched! Because OOSC has the 2 for 3 deal already during this time we get 3 wreaths for the price of 2. Now, we can utilize our current 2 for 3 deal to maximize wreaths and set us up for success for next year
 - b. Example, if a donor makes a sponsorship for 2 wreaths, WAA will match those 2 wreaths AND also add the free one from our plan. So, we end up with 3 free ones for the 2 paid sponsorships. Please make sure to use our group link below for this matching campaign: <https://www.wreathsacrossamerica.org/pages/161972/Overview/?relatedId=0>
- E. Wreath Retirement: date TBD, deframing party with compost crew. Question about white trailer?
- F. OOSC WAA Position:
 - a. Plan to add more details to the OOSC WAA notebook for program: FB/Sponsorship/Ceremony. Would like boarder discussion. For this meeting please think about this program. Here are some ideas: structure differently?
 - b. Committee? Can we broaden to community members outside OOSC?
 - i. Great idea to form a committee.
 - ii. As long as the point person is from our board we will be able to open it up to people from groups outside of the OOSC to be able to help out.

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- c. If we want to keep as a 2 chair role and only within OOSC, I suggest 1 chair is designated for fundraising and the other chair is designated for the ceremony. Would like to revisit at the next board meeting in February.
- G. Color Guard -Papillion LaVista NJROTC - charitable request submitted 12/19/24, \$500 request, same as last year. Is anything else needed from me?

Auction (Danielle M.)

- A. I need volunteers for set up, take down, games, desserts, check in and out.
 - a. We need Dessert Donations!
 - i. We have 5 currently and last year there were 14 at the auction so we need some more desserts!
- B. I'll make a sign up genius for it and post it.
 - a. If you sign up to check people out, you will need to bring your laptop with internet access. I will send out instructions on how to check them out the week of.
- C. There is a sign up for desserts posted on the board page.
- D. Please share with everyone.
- E. I need all donations in ASAP.
- F. I'm sure I'm forgetting something.
- G. 34 tickets sold so far so buy your tickets!!!!
- H. Winter wonderland sent an email out base wide are we able to do that for the auction?
 - a. It gets tricky because we are a private organization and it isn't a free event.
 - b. Verdict is no.
 - c. Not recommend to work with FSS it gets difficult and the advertisement isn't always what's expected.
 - d. We could get signs to place outside of the base property to advertise potentially get ones that would be able to be used each year because they can get pricey.
- I. A lady who makes sour dough bread is offering a boules of bread and a 50% off to her sour dough baking class
- J. Tour and dinner down in the bunker is also confirmed
- K. Fly over Omaha for 1hr for 2 adults.
- L. We have a ride in a 50s or 60s muscle car or to do as a prom pickup for live auction
- M. Get baskets in by the 13th!

Community Outreach (Catina N.)

- A. Nothing to report.
- B. This month the Airman's Attic cleaning date is on the 18th at noon!

Charitable Unfinished Business:

Advisor Comments:

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Announcements: Next Board Meeting **February 4, 2024 at 6:00 pm**

Adjournment: 6:50 p

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Social Meeting Call to Order and Attendance:

Board Members Present: Teresa R., Aly T., Jessica M., Jess C., Catina N., Shannon H., Sarah T., Tom B., Alicia V., Jessica G., Peggy T., Amber D., Nikki H., Danielle M., Haley O., Deanna W., Danielle S., Amanda S.

Board Members Excused Absence: Christine S., Elizabeth Z., Jenny S., Terri C.

Call to Order: 6:51p

Welcome and Introductions:

Approval of December Meeting Minutes: Motion by Nikki H., Second by Jessica M.

14 Aye, 0 Nah, 0 Abstain. Motion carries

Social Officer Board Reports

President (Teresa R.)

- A. Nothing to report.

Social Vice President (Jessica M.)

- A. Dorm Manager Feedback
 - a. They suggested we do welcome baskets for kids to arrive and have nothing and or no clue about the area.
 - b. Partner with other people and ask them to submit a grant for money, because they know what their airmen need, and airmen can possibly build their own.
 - c. Popsicles in the summer time so they know they are not forgotten
- B. Offutt Event Center Holiday Takedown?
 - a. We are waiting for a response to as if they need help.

Social Treasurer (Haley O.)

- A. Asking for access to our PO Box to allow for easier reimbursement for SDI payments
- B. Trying to set up Venmo for easier reimbursements, but says our bank account is already being used; anyone know who has access?
 - a. Teresa set up one last year with her phone number
 - b. We got the updated square for the auction
 - c. The week before auction I will get QR Codes from everyone
 - d. We need to use the OOSC google phone number when we are signing up for our OOSC Gmail accounts

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- i. Phone number will be put on the Board FB Page
- C. adding Zeffy membership payment to our website so we can stop using Square (I've already created it)
 - a. Can we do 3 Zeffy accounts so we have one for the social, and one for the charitable side and Thrift Shop so we can keep everything organized and separated.
 - i. Motion to purchase iPads for the social, and charitable use for the Zeffy accounts.
 - ii. Motion moved by Jessica M., Seconded by Danielle M.
 - iii. 0 Aye, 0 Nay, 14 Abstain
- D. Income statement for last month:
 - a. 19,498 at the beginning of the month
 - b. Ending balance was \$21,660.50
- E. \$7,100 for SDI
- F. Please see midyear budget report below

OOSC Social Budget 2024-2025			
<u>Income</u>			
Hold Over	#####		Actual balance on Jan 7-\$22,037.39
Dues	\$ 4,000.00	\$2,993.40	dues collected since August
Air Show	\$ -	\$1,091.45	
Days & Means	\$ 1,000.00	\$1,226.42	total since August
Total Income		#####	
		#####	
<u>Expenses</u>			
Board Member Budgets			
President Chair	\$ 200.00		
Social Treasurer Chair	\$ 75.00		
Secretary Chair	\$ 300.00	-167.95	up from \$250
Community Outreach			Transfer to charitable
Marketing	\$ 300.00		
Hospitality	\$ 800.00	-274.82	
Board Meeting Childcare Reimbursement	\$ 50.00		
Nametags/Paper/Pens/Printing	\$ 100.00		
Board Gifts	\$ 800.00		up from \$600
Programs			
August	\$ 600.00		up from \$500
September	\$ 500.00	-928.84	
October	\$ 500.00	-793.94	
November	\$ 500.00	-378.58	
December	\$ 450.00		-2101.36 *amount spent on socials
January	\$ 500.00		we have \$2,548.64 remaining
March	\$ 500.00		
April	\$ 500.00		
May	\$ 600.00		
Programs Subtotal		\$4,650.00	
Auction	\$ 2,000.00	-350	Up from \$1500
Days & Means	\$ 400.00	-26.99	
Special Activities	\$ 50.00		
Memorial	\$ 150.00		
Insurance	\$ 744.00	-744	
Escrow	\$ 500.00		
Holdover	\$ 500.00		
Misc	\$ 250.00	-100	charitable reimbursement
Total Expenses		#####	
Carry Over for the Next Year		\$ 3,131.00	

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OOSC Social Budget 2023-2024				
<u>Income</u>	Budget	Actuals To Date	Variance	
Hold Over	\$ 10,000.00	\$ 10,000.00	\$ -	
Dues	\$ 4,000.00	\$ 3,950.15	\$ (49.85)	
Air Show	\$ -	\$ 1,091.45	\$ 1,091.45	
Ways and Means	\$ 1,000.00	\$ 1,226.42	\$ 226.42	
Total Income	\$ 15,000.00	\$ 16,268.02	\$ 1,268.02	
<u>Expenses</u>				
Board Member Budgets				
President Chair	\$ 200.00	\$ -	\$ 200.00	
Treasurer Chair	\$ 75.00	\$ -	\$ 75.00	
Corresponding Secretary Chair	\$ 300.00	\$ (167.95)	\$ 132.05	
Recording Secretary Chair	#REF!	\$ -	#REF!	
Community Outreach	\$ -	\$ -	\$ -	
Marketing	\$ 300.00	\$ -	\$ 300.00	
Hospitality	\$ 800.00	\$ (274.82)	\$ 525.18	
Board Meeting Childcare Reimbursement	\$ 50.00	\$ -	\$ 50.00	
Supplies - Nametags/Paper/Pens/Printing	\$ 100.00	\$ -	\$ 100.00	
Board Gifts	\$ 800.00	\$ -	\$ 800.00	
Programs				
August	\$ 500.00	\$ -	\$ 500.00	
September	\$ 500.00	\$ (928.84)	\$ (428.84)	
October	\$ 500.00	\$ (457.36)	\$ 42.64	
November	\$ 500.00	\$ (376.58)	\$ 123.42	
December	\$ 450.00	\$ -	\$ 450.00	
January	\$ 500.00	\$ -	\$ 500.00	
March	\$ 500.00	\$ -	\$ 500.00	
April	\$ 500.00	\$ -	\$ 500.00	
May	\$ 600.00	\$ -	\$ 600.00	
Program Balance:	\$ 4,550.00	\$ (1,762.78)	\$ 2,787.22	
Auction	\$ 1,500.00	\$ (350.00)	\$ 1,150.00	
Ways and Means	\$ 400.00	\$ (26.99)	\$ 373.01	
Memorial	\$ 150.00	\$ -	\$ 150.00	
Insurance	\$ 744.00	\$ (744.00)	\$ -	
Escrow	\$ 500.00	\$ (500.00)	\$ -	
Holdover	\$ 500.00	\$ (500.00)	\$ -	
Misc	\$ 250.00	\$ 100.00	\$ 350.00	
Total Expenses	#REF!	\$ (4,226.54)	#REF!	
Balance	#REF!	\$ 12,041.48	#REF!	

Secretary (Amber D.)

- A. Next board report due date is Saturday, February 1st, 2024.
- B. Is there anything I can do to help make sure I can send out the report before Tuesday?
 - a. Possibly making the last and final cut off Mondays at 3pm?
 - b. Second reminder email on Sunday night?
 - c. Could those who have no report just send me an email to let me know?
 - i. We set up a question on the board report to state when you have no report to submit. After answering the first 2 questions (# of hours volunteered, and do you have a report to submit) it will close out of the document when no report is selected.
 - d. Send out the email for the Monday before the meeting.
 - i. This is the best agreed upon solution.

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Parliamentarian (Peggy T.)

- A. No report submitted.
- B. Official note! Being on a board in any capacity, those are the friends who are there when you need them and step up. Step up when you move and get yourself in with groups and make those connections and keep doing what you are doing. STEP UP YOU WONT REGRET IT.
- C. Normal is only a cycle on a washing machine. We don't live normal lives... Step up and meet people, put yourself out there. We all like Barbies.

Social Standing Committee Reports

Programs (Alicia V.)

- A. No report submitted.
- B. Will not be able to manage this position next year so start looking for someone else to step into the role
 - a. A small committee would be a great option to have more people involved and less on one person
- C. February is our puzzle month
- D. Is 500 pieces too much for 4 people to complete in 2 hours?
 - a. Establish your own team or teams will be assigned.
 - b. Possibly stick with 300 piece puzzle
 - c. We can use scales to weigh how many pieces are left as well instead of counting pieces

Membership (Elizabeth Z.)

- A. No report submitted.
- B. We currently have 95 member and 32 people came to the December Social.

Special Activities (Amanda S.)

- A. Nothing to report.
- B. Made sure all sub clubs built their baskets and dropped them off to Danielle.
 - a. Please do not put the cellophane wrap on it
- C. A lot of the point of contacts have the same 3-4 people coming and they are getting tired of the position. How can we support them for their attendance to increase. Encourage them to not give up until we make that adjustment so they can get a real feel for the interest as the advertisement increases.
- D. Add the information on the number of members attending the events on the Board Report so we can track what is the best means of getting the information to them and the attendance.

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Marketing Chair (Jackie K.)

- A. No report submitted.
- B. If anyone needs anything posted let me know
- C. Like and share the events
- D. I do post stories on Instagram and Facebook
- E. Take photos and send them to Jackie so she can post them

Hospitality Director (Nikki H.)

- A. Nothing to report.

Ways and Means (Tom B.)

- A. Nothing to Report.
- B. Flocking is coming up soon and I would love to Shepard someone through the flocking season before leaving.

Social Unfinished Business:

Generating more funds for socials

Generate new ideas for ways to generate funds for new swag.

Sell the cook books at the thrift shop?

Spouses Dining In Who's going who needs a table, we can talk about it after the meeting ends and put it out on the FB page for the OOSC and find a POC for it.

Advisor's Comments: Auction invite everyone you know!

Social Announcements: Next Board Meeting **February 4th, 2024 at 6:00pm**

Adjournment: 8:00p