

Offutt Officers' Spouses' Club  
Board Meeting  
December 7,2021

**Charitable Meeting Call to Order and Attendance:**

Board Members Present: Shannon Howard, Nan Litecky, Dona Harris, Ann Williamson, Beth Phillips, Christine Stewart, Veronica Durst, Jessica Martin, Alexis Dailey, Catina Nesheim, Megan Moore Maggie Roche, Sarah DePalma, Monica Poulsen, Kayli King, Emily Pruiett, Teresa Rotramel

Board Members Excused Absence: Jen Sylvan, Danielle Scholfield, Bree Berger

Call to Order: 6:48pm

Welcome and Introductions:

Approval of November Meeting Minutes: Motion by Veronica Durst, Second by Teresa Rotramel. 11 Aye, 0 Nah, 0 Abstain. Motion carries

**Charitable Officer Board Reports**

President (Beth Phillips)

- A. See Report
- B. Volunteer Appreciation Luncheon Tuesday, December 7th
  - a. Shannon, Jerralyn and Nan were a great help. We had a great turnout of volunteers. Thank you to the board who helped provide sides, desserts, and drinks.
- C. Wreath Delivery Tuesday, December 14th 0800-0900
  - a. Going to get logistics figured out before a call for volunteers
- D. December Social logistics (team leads, Danielle, chafing set, cutlery) (see Programs Report)
- E. Cookie drive (see Social VP report)
- F. Auction date change - The new date February 5th (See Auction Report)
- G. January social (See Programs Report)
- H. THANK YOU SO MUCH for Shannon for all that you did for the Thrift Store

Charitable Treasurer (Catina Nesheim)

- A. See Report
- B. Balance: \$43,969.28

Charitable Vice President (Alexis Dailey)

- A. See Report
- B. Vote on Charitable Requests
  - a. Operation Homefront
    - i. \$1,000
      - 1. Motion by Alexis Dailey, Second by Maggie Roche

Offutt Officers' Spouses' Club  
Board Meeting  
December 7,2021

2. Call for Discussion
  3. No Discussion
  4. 11 Aye, 0 Nah, 0 Abstain
- b. Bell Elementary PTO
- i. \$500 ask
    1. Motion by Alexis Dailey, Second by Veronica Durst.
    2. Call for Discussion
    3. No Discussion
    4. 11 Aye, 0 Nah, 0 Abstain
- c. Memorial Day Flowers Foundation
- i. \$250
    1. Motion by Alexis Dailey, Second by Teresa Rotramel
    2. Call for Discussion
    3. No Discussion
    4. 11 Aye, 0 Nah, 0 Abstain
- d. Angels of America's Fallen
- i. \$2,500
    1. We will take this to general membership for approval
- e. USAF Charity Ball Committee
- i. \$1,000
    1. Motion by Alexis Dailey, Second Teresa Rotramel
    2. Call for Discussion
    3. No Discussion
    4. 11 Aye, 0 Nah, 0 Abstain
- C. Auction Update (see Auction Report)
- D. Quickbooks for the Thrift Store
- a. The program we originally budgeted for is being discontinued with technical support
  - b. The version of Quickbooks we are going with is \$25/month (monthly contract)
  - c. This is still within our budget
  - d. Will greatly help with the bookkeeping for the Thrift Store

### Charitable Board

#### Thrift Shop (Shannon Howard)

- A. See Report
- B. Hannah Wilkes officially started as the Thrift Store Manager on December 1st
- C. The largest payout ever \$8,042.36
- D. Help with the donation room transition
  - a. Still trying to work on getting a team together,
  - b. Will discuss with Hannah on how she would like to run it as the manager
- E. THANK YOU FOR ALL THE BOARD SUPPORT THIS PAST YEAR

#### Scholarships (Sarah DePalma)

Offutt Officers' Spouses' Club  
Board Meeting  
December 7, 2021

- A. See Report
- B. All checks have been cleared
- C. Quarters 13 is under construction, so we need to look for an alternate location for the scholarship reception.
  - a. We will tentatively schedule it for Sunday, May 15th

Wreaths Across America (Christine Stewart - Interim)

- A. See Report
- B. Have all of our wreath bearers
- C. Shannon Howard will be the MC
- D. December 9th in the morning we will be repositioning a few things
- E. Wreath delivery and prep on 12/14
- F. Event is on December 18th

Auction (Jen Sylan)- Alexis Dailey gave report

- A. See Report
- B. Feb 5 is the new date
- C. If you have any unwanted items or know of any locations that would be willing to donate items we would love to have any and all donations by January 8th
- D. This is open to DoD and the public
- E. The link will be up to purchase tickets soon
- F. Discussion about having a dessert auction
- G. Signup genius is live to sign up to volunteer

Charitable Unfinished Business: n/a

Advisor Comments: Dona - thank you for what you do

Announcements: Next Board Meeting **January 4, 2022 at 6:30 pm**

Adjournment: 7:52pm

Offutt Officers' Spouses' Club  
Board Meeting  
December 7, 2021

**Social Meeting Call to Order and Attendance:**

Board Members Present: Shannon Howard, Nan Litecky, Dona Harris, Ann Williamson, Beth Phillips, Christine Stewart, Veronica Durst, Jessica Martin, Alexis Dailey, Catina Nesheim, Megan Moore Maggie Roche, Sarah DePalma, Monica Poulsen, Kayli King, Emily Pruiett, Teresa Rotramel

Board Members Excused Absence: Jen Sylvan, Danielle Scholfield, Bree Berger

Call to Order: 8:00pm

Welcome and Introductions:

Approval of November Meeting Minutes: Motion by Veronica Durst, Second by Megan Moore  
. 11 Aye, 0 Nah, 0 Abstain. Motion carries

**Social Officer Board Reports**

President (Beth Phillips)

Social Vice President (Megan Moore)

- A. See Report
- B. Cookie Drive- Delivering December 14th
  - a. Will be assembling the bags on the 14th
  - b. The cookies will be picked up at 2:00 from Warhawk
- C. Thank you to the volunteers that decorated the Warhawk
  - a. Jan 7th is takedown
- D. Subclubs
  - a. Email will be sent to general membership about the various sub clubs that are included with your paid membership
  - b. Also will be emailing about the need of POCs as half of them don't have a point of contact
    - i. Would like more general membership to step-up to be POC

Social Treasurer (Maggie Roche)

- A. See Report
- B. Balance as of Nov 30, \$10,337.64
- C. If you have bills or receipts please have them in by Dec 20th

Recording Secretary (Jessica Martin)

- A. See Report
- B. Next board report due date is January 1st

Offutt Officers' Spouses' Club  
Board Meeting  
December 7,2021

Corresponding Secretary (Veronica Durst)

- A. See Report
- B. FOUR board members with birthdays this month!

Parliamentarian (Christine Stewart)

- A. See Report

**Social Standing Committee Reports**

Programs (Bree Berger/Kayli King)

- A. See Report
- B. November Social - 31 people came and there were 7 new people who didn't pay which meant we had to pay more
  - a. \$7 under budget
  - b. Discussion about limiting which socials can be free for first timers
- C. Social on December 14th
  - a. All meet at Warhawk Center at 10:30, will be pre assigned groups and then will have group leaders keeping track of time and keep the groups moving
  - b. Traveling back to Warhawk for food and the favorite things exchange
- D. January Social
  - a. Bowling or ice skating are possibilities
  - b. Jan 19th or 20th

Membership (Danielle Scholfield)

- A. See Report

Special Activities (Megan Moore)

- A. See Report

Marketing Chair (Christine Stewart-interim)

- A. See Report

Hospitality Director (Monica Poulsen)

- A. See Report

Community Outreach (Emily Pruiett)

- A. See Report
- B. Can Food Drive Info coming out soon

Offutt Officers' Spouses' Club  
Board Meeting  
December 7,2021

C. Still working on something for January

Ways and Means (Teresa Rotramel)

A. See Report

B. Discuss interaction with self appointed TS donation room manager

- a. Beth and Shannon will consult with Hannah on how she would like things ran as she is now the manager.

Social Unfinished Business:

Advisor's Comments: Ann- the red sheet for community activities, Voila Blooms on 49th & Dodge for flowers is a great women's program to support.

Social

Announcements: Next Board Meeting **January 4th at 6:30pm**

Adjournment: 8:40pm