

Offutt Officers' Spouses' Club
Board Meeting
November 4, 2025

Charitable Meeting Call to Order and Attendance:

Board Members Present: Jessica M., Catina N., Shannon H., Alicia V., Jessica G., Amber D., Natalie H., Amanda S., Lindsay A., Teresa R., Wendy L., Sarah B., Erika A., Lisa R., Danielle S., Jenny S., Haley O., Leslie H., Ioana B., Krystal D., Jessica C., Caroline F., Deanna W.

Board Members Excused Absence: Jackie K., Madison G.K.,

Call to Order: 6:06

Welcome and Introductions:

Approval of November Meeting Minutes: Motion by Erika A., Second by Lindsey A.

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

Charitable Officer Board Reports

President (Jessica M.)

- A. Presidents email
 - a. Tickets for the Auction are live!
 - b. WAA- Truck delivery and event
 - c. Cookie Drive for donation of cookies and assembly sign-ups
- B. Ways & means & Membership positions
 - a. Kara is interested in taking over membership, Natalie is leaving mid-January
 - b. Ways and means still needs someone
- C. TS Appreciation Thank You
 - a. Thanks to all who helped with providing deserts
- D. Babies due (2)
- E. Mindfulness Symposium Jan 22nd
 - a. January 22nd at the Pointe.
 - b. We will have speakers and tips on tools to use when feeling over whelmed
 - c. For spouses or significant others.
 - d. Both the OOSC and OESC will be sponsoring it
- F. Start thinking about next year's positions

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- a. We have a lot of people PCSing so start thinking of people who might be able to help us out
- G. Private Org Mtg 12/4
 - a. We are going to talk about how to get people involved in volunteering
- H. Christmas Tree Lighting 12/4 @ 4:30

Charitable Treasurer (Deanna W.)

- A. **Tax Preparation Fees (Yearly Increases)**
- B. **2022:** \$1,430
- C. **2023:** \$1,825 (*increase of \$395*)
- D. **2024:** \$1,875 (*increase of \$50*)
- E. **2025:** \$2,650 (*increase of \$775*)
- F. I am waiting to hear back from our CPA regarding why the increase was so significant this past year.

G. Thrift Shop Revenue & Scholarship Budget

- H. The thrift shop is projected to bring in **\$72,000**, which is **\$18,000 below** our original estimate of **\$90,000**.
- I. Our scholarship budget increased from **\$55,000 last year** to **\$75,000 this year**.
- J. Given the \$18,000 shortfall, I propose reducing the scholarship budget by **\$18,000** to **\$57,000** to align with our actual revenue.

Charitable Vice President (Jessica C.)

- A. Nothing to report.
- B. \$23,950 for the remainder of the year.
 - a. January is usually pretty low for requests
- C. Tier 1 Donation for Dogs on Deployment (they try to keep the money more local for our area)
 - a. Motion to approve their request for \$500.00
 - b. Motion moved by Jess C., Second by Erika A.
 - c. 18 aye, 0 nay, 0 abstain motion carries as is.
- D. Tier 2 total- \$6,500
 - a. Two are over \$1,000, and will go to membership for a vote.
 - b. Some of our donations will be matched by the organization too.
 - c. Motion to approve Tier 2 donations of \$6,500

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- d. Motion moved by Jess C., Second by Teresa R.
- e. 18 aye, 0 nay, 0 abstain motion carries as is.
- E. Tier 3 total- \$1,500
 - a. Both of these are 2 times matching donations.
 - b. Motion to approve \$1,500
 - c. Motion moved by Jess C., Second by Natalie H.
 - d. 18 aye, 0 nay, 0 abstain motion carries as is.
- F. No tier 4 requests so the total for this cycle is \$8,500 leaving us with \$15,450.

Executive Secretary (Amber D.)

- A. Next Board Report due, Saturday, January 3rd, 2026.

Charitable Board

Thrift Shop (Danielle S.)

- A. No report submitted.
- B. Thanks for all the help for volunteer appreciation day it went well
- C. If you can volunteer, please come help out!

Scholarships (Lindsay A.)

- A. Nothing to report.
- B. The link has been posted to the board members FB page
- C. Playing with the idea of online Google Form for the application process this year
- D. If you want an official transcript it would have to come from the school but we don't see that as necessary
- E. You can print to PDF and have them individually saved as a pdf packet
- F. If your form collects mail addresses they would have to log in to get to the form however you can ask for the email address within the form instead of having the form collect that data for you.
- G. The link would go live this month ideally so people would have time to start working on their essays, and March 1, is the deadline.
- H. Scholarship reception has been reserved by Terri for the first week of May, but we will be confirming the date.

Wreaths Across America (Ioana B. & Krystle D.)

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- A. Nothing to report.
- B. 308 extra wreaths for next year
- C. Delivery truck will come next Tuesday at 10.00am
- D. Will need help with delivery. We have reached out to other people for help which should not be a problem, but we do need someone to be a sponsor for the truck driver to come through Stratcom gate
- E. We will have a gift for the driver.
- F. For the day of the ceremony, we need volunteers to come at 10:15 to run through the ceremony
 - a. Is that too early or too late? Any input?
- G. We will need someone to handle the tripod and the Facebook live feed
- H. We will have hot coco and coffee provided by a spouse's church
- I. Waiting on approval for cookie donation from Hyvee but we are hopeful and optimistic
- J. We have to go to ODT to get the chairs and sound system and microphone
- K. All of the wreath holders and signs indicating "no wreath here" are ready to go
- L. We need to find the location of the 9 unmarked graves
- M. Need to secure a trashcan
- N. If we are doing it inside it would be nice to have a slide show, however they need a 2 days' notice if we do have to move it indoors
- O. Honor Guard is good to go, with the exception of the Marine guy, who has not emailed back yet. We are going with the base Honor Guard this year and someone is singing the national anthem
- P. The breakdown depends on the weather and happens sometime in January/February.

Auction (Teresa R. & Shannon H.)

- A. We have a few sponsorships and we are discussing how those funds will be utilized.
- B. Still collecting donations
- C. Tickets are live so go buy your tickets! *PS the OOSC and OESC members will have a discount code for 5\$ off*
- D. We have 5 sponsors so far and the top sponsorship level has been filled
- E. Go to the Falconwood Winter Wonderland and show support so we can support them. It has free pictures with Santa and is set up like a German Market with vendors in the Hanke Hall.

Community Outreach (Catina N.)

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- A. Nothing to report.
- B. November, we did the toys for Santa's workshop and all the donations will be arriving Friday.
- C. The Grinch and Buddy the Elf will be there

Charitable Unfinished Business:

Advisor Comments:

Announcements: Next Board Meeting, **January 6th 2026 at 6:00 pm**

Adjournment: 6:58p

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Social Meeting Call to Order and Attendance:

Board Members Present: Jessica M., Catina N., Shannon H., Alicia V., Jessica G., Amber D., Natalie H., Amanda S., Lindsay A., Teresa R., Wendy L., Sarah B., Madison G.K., Erika A., Lisa R., Danielle S., Jenny S., Haley O., Leslie H., Ioana B., Krystal D., Jessica C., Caroline F., Madison G.K., Deanna W.

Board Members Excused Absence: Jackie K., Madison G.K.,

Call to Order: 7:04 p

Welcome and Introductions:

Approval of November Meeting Minutes: Motion by Danielle S., Second by Lindsey A.

17 Aye, 0 Nah, 0 Abstain. Motion carries

Social Officer Board Reports

Social Vice President (Amanda S.)

- A. Discuss current status of Cookie Drive and what comes next (what help will be needed)
- B. Brief discussion of how to engage/provide more info to all non-board members and especially those with no social media
- C. Since launching the calendar, I have received numerous feedback on how helpful it has been, because people don't have Facebook and don't have access to all the information.
- D. How to remedy this? What can it look like? a more detailed email from the SVP explaining the social happenings 1-2 a month? A quick 30 second video people can watch? or do we remind club members that engagement is a 2-way street and we already have MANY ways to reach out; they have to engage as well?
- E. We have 64 dozen cookies donated so far, we need around 200 so we will be pushing out the signup genius
- F. We will also have a sign-up genius sent out to sign up for packing the bags the kids from the school are coloring
- G. I have received numerous feedback about how people love the google calendar, but the people on FB are feeling like they are not getting the information as much.
- H. We could try to do a buddy system for those who are not on Facebook and need more engagement

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- I. We also want to try to get more information out on what different roles would be at volunteer opportunities so people who have been wanting to volunteer are not intimidated by not knowing the role of the job they will be helping with.
- J. Why don't we give out a flyer when service members are in processing, so that incoming spouses can get that information when they arrive.
- K. We can post to the main group FB page and we can list all the sub club dates on one post each month and hyperlink the sub club's individual page if they want to join that as well.

Social Treasurer (Haley O.)

- A. Mid-year budget (electronically provided)
- B. Line item of Community Outreach will be removed from the
- C. \$500 more in dues than anticipated and \$3,500 more than anticipated from our fundraising.
- D. Program balance what we have left is \$5,000
 - a. We should have a good Bingo

Parliamentarian (Caroline F.)

- A. Nothing to report.
- B. Peggy will meet with Caroline to hand off all the information she needs

Social Standing Committee Reports

Programs (Alicia V. & Madison G.)

- A. We still have spots available for the Christmas light bus tour, so hurry and get your spot secured if you'd like to join us :) Please make sure you are there and on the bus by 6:00 PM sharp!
 - a. We are beyond our max for the December social, but we only have 27 paid and we didn't specify it was the first 38 paid.
 - b. We don't feel like waiting for payment is the right idea, but we need to have payment to secure the spot.
 - c. The email does state that everyone had to pay to be considered RSVP'd
- B. Thank you to those who show up to the joint events.
- C. Given where we are at in the budget do we need to spend more money for May?
 - a. We have set aside \$800.00 for the event
 - b. The people who fundraised for the social side will have their Bingo fee paid for.

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- D. Should we have the membership form etc ready in May at Bingo and if they sign up for the next year they can get a free extra card.

Membership (Natalie H.)

- A. Nothing to report
- B. Kara and Natalie will be meeting this week for turnover

Special Activities (Erika A.)

- A. Nothing to report
- B. December is a crazy month for sub-clubs
 - a. Play group and Coffee are not meeting this month
 - b. All other dates have been sent out
- C. Working on making a how to be a POC hand out so people have expectations of the role of a POC
- D. Jackie has finished the board for the new-comers briefs and informational meetings
- E. February the 4th will be the next new-comers meeting
- F. You are free to use the FB page to have unofficial meet ups between themselves
- G. See if the Sub Clubs are interested in donating a basket to the Auction

Marketing Chair (Jackie K.)

- A. Nothing to Report
- B. Make sure you are liking and commenting on posts

Hospitality Chair (Leslie H.)

- A. No report submitted.
- B. Reached out to local milspouse re: etched ornaments as farewell gifts.
- C. What dollar amount is reasonable per gift?
- D. How many should I have made at one time?
- E. Sign up for the meal train for Nicole.

Ways and Means (VACANT)

- A. No report submitted.

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Social Unfinished Business:

There is a 55th wing spouse mission brief open to all 55th wing spouses with childcare provided, at 6pm in building 500, please RSVP by December 10.

Falconwood is going to give free tickets to the Airmen's Attic for the Christmas Market.

Advisor's Comments:

Social Announcements: Next Board Meeting January 6th, **2026 at 6:00pm**

Adjournment: 8:07p