



# FWCSC EXEC/BOG MEETING MINUTES

4 September 2024

Executive Board meeting called to order at 1207.

## Attendance:

President: Carey Killea

Vice President: Amanda Gryzbowski (Zoom)

Treasurer: Jaira Jenkins (Zoom)

Public Relations: Lakita Oats

Hospitality: Kelly Watson

Honorary President: Sally Beck

Honorary Vice President: Vanessa Arzabala (late)

Advisor: Paula Tacket

# of Members present: 4 Quorum: YES (*Exec Board 3 members, BOG  $\frac{2}{3}$  of BOG, Gen Membership  $\frac{1}{4}$  of Gen Mem, Standing/Special Committee  $\frac{1}{2}$  of voting members*)

## Executive Board Reports

### President

1. Volunteer Hours Since Last Meeting 90.25
2. Current Actions/Planning Considerations (Challenges/ Suggestions/ Issues)
  - a. Received copy of tax-exempt determination letter; will submit MO SoS Sales Tax Exemption Request
  - b. Received a letter from the MO DoR Taxation Department stating that we did not file sales tax returns for 2020 and 2021 tax years. Contacted Taxation Dept and sent a letter Aug 15 stating we are a 501(c)(4) and do not collect sales tax.
  - c. Spoke with insurance carrier, policy is as low as it can be and it does not cover sports leagues. Spouse Kick Ball will utilize current liability waivers.
  - d. Created a shared drive for all board documents, sent email to all board members with link
  - e. All paper membership forms have been input into Zeffy for accountability.
3. Goals for upcoming month
  - Fill vacant board positions
4. Motions to be presented

The President made a motion to appoint Gensis Roberts as the Programs Chair.

Seconded by: Kelly

Discussion: None

Voted: Yes X No   

Motion passed.



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The President made a motion to appoint Megan Taylor to Activities and Ways and Means chairs.

Seconded by: Kita

Discussion: None

Voted: Yes X No   

Motion passed.

The President made a motion to approve Armed Forces Bank Resolution of Association, Lodge or Other Similar Organization to finalize changeover of board members on Operational and Philanthropic bank accounts.

Seconded by: Kelly

Discussion: None

Voted: Yes

Motion passed.

The President moved to move board meetings to evenings.

Seconded by: Kelly

Discussion: To allow working board members to participate. Challenge either way. Try every other month?

Voted: TABLED!!

The President moved to close the Spirit Sub-club as it does not align with our mission effective 1 October.

Seconded: Kelly

Discussion: Sub club leader made aware at last general membership meeting.

Voted: Yes

Motion passed.

### **Vice President**

No report provided.

Discussed Membership Drive AAR. Maybe not as long next time (shorter day).

Location was listed as 50/50 for good vs change.

### **Treasurer**

No report provided.

As soon as budget is approved, she will switch things from old bank to new bank (Bank of Missouri) and from QuickBooks to Wave.

### **Hospitality**

1. Volunteer Hours Since Last Meeting   21
2. Current Actions/Planning Considerations (Challenges/ Suggestions/ Issues)



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- *Continuing to get everyone set up in VMIS. Will work to make time to get everyone in and familiar with the system.*
- *Following up with Snack in a Pack to make sure we are all on the same page for volunteering and ensuring our volunteers are approved with the district.*
- *I need an updated membership roster. Some birthdays are wrong (there was discrepancies between roster and RSVP roster for August luncheon)*

### 3. Goals for upcoming month

- OPOC training with ACS
- Sending out birthday cards to September birthdays and prepping birthday giveaways for September luncheon. I won't be in attendance so I will ensure there is a by name list for acknowledgment.

### **Public Relations**

No report provided.

She will work to improve getting birthdays posted.

Working on flyers for craft and antique fair. She is also doing reels. She will check in with sub clubs to advertise their events.

Will work on introductions for new BOG and sub club leaders to post.

Would like to see a question/comment section included at the end of the General Membership meetings.

For the members who do not want their photos included on the Website, their name tag will have a camera with a line through it so we can be sure to understand who they are.

### **Old Business:**

None

### **New Business:**

Snack in a Pack will be added to the calendar-4<sup>th</sup> Tuesday of the month at 1000. You must be a registered volunteer through the school district to participate.

### **Honorary President, Vice President, and Advisor comments:**

None

### **Alibis:**

None

**Executive Board meeting adjourned at 1244.**



# FWCSC EXEC/BOG MEETING MINUTES

...break...

## **Board of Governors meeting called to order at 1249**

### **Attendance:**

Executive Board as mentioned above  
Genesis Roberts Programs  
Jill Eaves

Quorum: 6 voting members present

Vote on last month's minutes:

Board of Governors Reports:

### **Vendor Relations Chair**

No report provided

### **Activities Chair** (*position empty*)

Sub clubs will provide their activities for advertising and approval

### **Basket Auction Chair** (*position empty*)

*Date and location set: March 1 set up. March 2 event. Position still empty.*

### **Community Engagement Chair**

1. Volunteer Hours Since Last Meeting \_\_\_\_
2. Current Actions/Planning Considerations (Challenges/ Suggestions/ Issues)
  - a. Scholarship/Grants Committee Meeting to be held in Bldg 470 Sept 4<sup>th</sup> at 1800 in room 1129.
  - b. Committee decided that will be presenting the HS scholarships at the schools instead of during the dinner.
3. Goals for upcoming month
  - a. Purchase large check for presentations
  - a. Update forms and rubrics
4. Motions to be presented

The Community Engagement chair made a motion to change scholarship and grant application due date from 1 Jan-31 Mar to 1 Dec-3 Mar to allow more time for processing.



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Seconded by: Volunteer Coordinator Chiar

Discussion: With the grading semester not ending by 1 Dec, it was decided to adjust the grants application window but leave the scholarship application window open later to allow more time for the applicants to submit all documents.

Amended: Adjust grant application timeline from 1 Dec-3 Mar. Scholarships will be 1 Jan to 14 Mar.

Voted: Yes ☒ No ☐

Amended Motion passed.

The Community Outreach chair made a motion to cancel awardee dinner 6 May and change the general membership meeting mixer to the evening of 21 May and present there.

Second: Public Relations Chair

Discussion: Two evening meetings in a row. During last week of school.

Voted: yes

Motion passed

### **Craft Fair Chair** (*position empty*)

Public Relations - advertising

31 applications and payments received as of this morning!

Craft fair committee meeting Starbucks on post 10 September @ 1400

### **Programs Chair**

September-MP week conflict with evening events

October-Murder mystery

No report provided (Programs Chair just came on board.)

### **Ways and Means Chair** (*position empty*)

### **Old Business:**

### **New Business:**

Parliamentarian-Need to vote on bylaws

Vice President moved to bring the bylaws to a vote.

Second: Community Engagement Chair

Discussion: None

Vote: Yes ☒ No ☐

Motion passed.

New proxy forms created and updated. Please complete and return to her. Proxies must be voting members.

**Honorary President, Vice President, and Advisor comments:** None



## FWCSC EXEC/BOG MEETING MINUTES

**Alibis:**

None

**Board of Governors meeting adjourned at 1315.**