

**ARMY ENGINEER SPOUSES’ CLUB**

Summer Planning Zoom Workshop Minutes

21 July 2020

**IN ATTENDANCE VIA ZOOM:**  Connie Semonite, Sharise Spellmon, Tanya Toussaint, Mary Alice Jakso, Lois Cook, Brenda Schultze, Basia Kent, Laura Putnam, Michelle Funkhouser, Bette Meuleners, Vanessa Joly, Sheila Kelly, Betsy Rayfield, Lucy Fratello, Ria Etheridge, Launa Klimowicz, and Kara Anderson.

**CALL TO ORDER** at 1038

***Welcome Remarks and President’s Vision:***

***PRESIDENT***: Mary Alice Jakso

1. Mary Alice presided over the July Summer Planning Workshop Zoom meeting.
2. AESC President Mary Alice Jakso welcomed the 2020-2021 board.
3. Mary Alice described her vision for this year, especially in light of the impact of COVID-19 and creative ways to raise her goal of $15,000 for AEMA awards to be awarded in the spring of 2021. Her goals are also to keep people connected, engaged and excited. AESC is a 501(c)(7) and AEMA is a 501 (c ) (3)
4. Due to COVID-19, we have several big club events coming up quickly and back-to-back. Need to form committees to execute these events. Also, there are constraints to these events that the club does not normally have. Gathering limits, location availability, etc.

***Honorary President:*** Connie Semonite

1. Connie thanked the board for continuing in their current positions or taking a new position on this board. Thank you to Launa for doing a fabulous job last year as president and to Mary Alice for picking up the reins. She also thanked everyone for their patience with dates during this unprecedented time.
2. Connie congratulated Sharise Spellmon on the confirmation of her husband, MG Scott Spellmon as the 55th Chief of Engineers.
3. Connie provided the board with possible dates to go ahead and plan the Farewell event for both herself and Kim Houston. Tentatively the last week of August.
4. Connie Semonite and Kim Houston: Thank you so much for planning their farewell and giving them both an opportunity to say a formal goodbye. Many heartfelt thanks from them both during this bittersweet time. They are both proud to have their names attached to this organization.

***Incoming Honorary President:*** Sharise Spellmon

Sharise is excited to work with this group and the great ideas and ingenuity exhibited. She knows we will have a great year even with Covid. Many thanks to everyone.

***Honorary Vice President:*** Tanya Toussaint

1. Tanya was introduced to the board and congratulated on the recent CoR of her husband CSM Patrick Toussaint as the 14th CSM USACE.
2. Tanya told the board that she is honored to be a part of this great organization and is looking forward to great things to come.

***The Budget:*** Basia Kent

1. Mary Alice thanked Basia for being the treasurer again even from Germany. Basia can deposit checks that we send to her. Please see board roster. Mary Alice will be able to go to the bank locally.
2. Basia is excited to stay on the board from Germany. Checks will take about a week to week and a half to arrive from Germany from Basia for reimbursements.
3. Basia noted that the last board year had higher than usual donations. Basia reviewed the attached budget for 2020-2021.
4. Motion to approve the 2020-2021 Budget was made by Sheila, seconded by Vanessa, and approved unanimously by all board members.

***Castle Boutique:*** Betsy Rayfield

1. Masks have been selling out. Betsy has sold 150 masks in red or black. Has been able to order more. Others commented that at events they have attended many people have asked about buying the masks. Launa suggested a mask accessory to prevent ears from becoming sore, like a necklace extender. Also, a hashtag with picture in mask to direct traffic to website.
2. Concern for loss of sales this year due to less in-person sales at regular yearly events.
3. Betsy has almost everything on the website for purchase.
4. Basia had ordered Engineer blankets, which Betsy showed the board and asked for suggestions for what amount to sell them. Blankets cost $15 to purchase for the CB which includes shipping. Everyone seemed to think around $27.00 was a reasonable amount.
5. Betsy asked the board for suggestions to put out a member’s only special for joining the club. Connie suggested a newcomer code. She also thought that both free shipping and a discount were good ideas and could be done together.
6. Discussion about having cards with website information for people to hand out, especially at events where wearing the engineer mask would generate interest. USACE cannot officially endorse CB, but they can share information about it.
7. The EGM (Executive Governance Meeting) is the last week of August, maybe provide a special code for attendees and/or a small CB table set up at EGM.

***AEMA Charter:*** Laura Putnam and Kara Anderson

1. Laura reviewed her duties as the Chairman for the AEMA: manage treasury fund, present list of awardees to the board, decide how to divide the awards, and plan a luncheon to present the awards during a normal year.
2. She noted that the history of the AEMA is on the website which originally honored Vietnam Era Engineers who died.
3. AEMA awards anywhere from 3-15 awards per year and the awardees are posted on the website beginning in 1973.
4. We administer the Geraldine K. Morris Award for a qualifying high school senior who intends to enroll in a program that leads to a nursing degree.
5. Last year we were able to award $14,600. Laura will work toward the goal of $15,000 in awards for this board year. Creativity in fundraising during Covid constraints on meeting will need to be considered. Possible request for donations from members in lieu of Cocktail Party.
6. Laura will file a 990N this month.
7. The yearly audit for AEMA is coming up and she will follow up with those who volunteered to help with this. Tentatively meeting Aug 11.
8. Laura had received a recommendation from Deb Weir regarding the changes to high school students records that have been brought on by Covid. With a decrease in ability to participate in their usual activities, schools not requiring SAT/ACT scores, etc we need to consider how to score the applicants this year. This will be put up for more discussion in the Sept and Oct board meetings.

***VICE*** ***PRESIDENT***: Lois Cook

1. Lois thanks everyone and appreciates their patience as she is transitioning into the position of VP again after previously filling that position in a previous board year. She will be juggling some unknowns with school schedules in the upcoming school year.
2. Lois is eager to form committees for the big upcoming events that will be close together.

***EVENTS/Calendar:***

1. Connie and Kim Farewell: tentatively last week of August.

Will form committees. May need to plan to be in groups in order to accommodate the entire guest list due to constraints from Covid.

1. Sept 2nd Board Meeting and Newcomer’s Welcome: Sine? Can we meet there? Zoom?
2. Sharise and Tanya Welcome-date TBD
3. Cocktail Party: Usually in Sept. Big fundraising event for awards. Push to a later date in fall? Push to a spring event? Consider a donations in lieu of Cocktail Party in fall? Last year about 100 people attended. Mary Alice stated that we are currently at HPCON Bravo, so gatherings cannot be more than 50 people on installations. Lois would like to put together a skeleton plan and a placeholder on the calendar to be able to work towards if conditions allow us to go forward. More to follow at Aug board meeting.
4. Lois would like to bring back the wine tasting event. Possibly as an early spring event. Possibly replace or be like the Cocktail Party of the fall.
5. Knollwood Bake Sale, will be difficult to do at Knollwood most likely even next spring with Covid.
6. May need to consider an alternative location to the Fairfax for an awards luncheon due to Covid. Possibly Army Museum or All Ranks Club at Belvoir.
7. Monthly Events: Mary Alice would like to reinstate some of the tours she had to cancel last board year due to Covid. Many facilities are still closed to tour groups. Lois will focus on zoom type events at least for this fall for monthly events.

***RED BOOK:*** Laura Putnam

1. Currently 68 members in good standing for the new board year. Membership Applications went live on July 15, 2020.
2. Laura sent 170 emails to members who did not rejoin last year.
3. Goal is 225 members.
4. Terri updated the website and is reconciling who joined and paid vs. who just registered in the website. New website will have members create their own password and be able to register and keep that information from year to year.
5. The cut-off for Red Book entry is Oct 31st.
6. Laura will check with Terri on a way to easily update profile in the system.

***PARLIAMENTARIAN***: Constitution and By-laws: Launa Klimowicz

Launa recommended board members go over their job description and let her know if there are any revisions she could make.

***CONCLUSION:***

1. Remind friends to renew membership.
2. Next meeting: Aug Board meeting on Zoom at 10 am, Weds, Aug 5th.
3. All non-honorary members stay on Zoom for meeting following for planning farewell and welcome.

**TIME OF ADJOURNMENT** at 1155