

**ARMY ENGINEER SPOUSES’ CLUB**

Board Dinner Meeting Minutes

8 June 2022

**Meeting Attendees: Mary Alice Jakso, Sharise Spellmon, Tanya Toussaint, Boumy Funes, Brenda Schultze, Jackie Caldwell, Bette Meuleners, Erin Caswell, and Annabel Tsang**

**CALL TO ORDER**: 1856

***UPCOMING DATES:***

* 7/13 Board Planning Meeting
* 7/20 Twilight Tattoo
* 9/24 Cocktail Party

***PRESIDENT***: Mary Alice Jakso

1. Mary Alice wanted to thank everyone so much for everything they have done all year for AESC and also for AEMA. Thank you everyone for all of your hard work this year. We were able to give $19,400 in awards.
2. Canceled Swedish Embassy Tour due to tour guide getting COVID and contacted to reschedule.
3. She spoke with and emailed board members and members.
4. She took and sent pictures from events to Erin, Terri, Vanessa and Michelle.
5. She requested a group for Twilight Tattoo on July 20th. This is the Engineer hosted event.
6. Cocktail Party is scheduled for September 24, 2022. The Nationals will be in Miami that weekend.
7. Mary Alice will be in Colombia from 7/22-7/31.
8. FYI-Due to Mary Alice’s work schedule-all of next year’s board meetings will have to be in the evening.
9. Mary Alice will continue to look for board members for the 2022-2023 board year. Kara will be Corresponding Secretary and Brenda will do Nominations.
10. Erin Caswell has volunteered for the Secretary position and a vote needs to be held to vote her in as it is an elected position.

Brenda Schultze made a motion that Erin Caswell be voted in as the AESC Secretary for the 2022-2023 Board Year. Bette Meuleners seconded the motion. The motion passed unanimously and Erin Caswell was voted in as the new Secretary.

***VICE*** ***PRESIDENT***: Urvi Avichal

1. Urvi held the last book club on May 17th.
2. Urvi made reservations at Vasos Mediterranean Bistro for June 8th for the Board Dinner.

***SECRETARY***: Brenda Schultze

1. A motion to approve the May 2022 board meeting minutes was made by Erin Caswell and seconded by Jackie Caldwell. The motion passed unanimously and the May AESC Board Meeting Minutes were approved.
2. She attended the May Board meeting.
3. Brenda attended and helped set up the AEMA Luncheon.
4. Brenda helped at the EGM sale.
5. She prepared the May Board Meeting minutes and sent to the board for review.
6. She prepared and sent the June Agenda and Board Report Template to the board.
7. She sent correspondence.
8. She assisted board members.
9. She will update a final 2021-2022 Motions list on the Drive.
10. She will complete the June minutes and send to the board.
11. She will handover Secretary bins and binders to Erin Caswell. She will also hand over the 249th storage closet key and the Welfare/Services bin she kept since Jennifer Broderick was not local when she took over that position.
12. Brenda will finish an AAR for Secretary position.
13. Brenda will finish the mailing to be sent to local incoming War College spouses.

***TREASURER***: Boumy Funes

* Reconciliation:

Account Balances (as of 31 May 2022)

Truist Statement: $17,856.26

Register & Ledger balance: $18,422.06

PayPal: $519.36

Cash/Check Deposit: $1058.00

Check Issued: $19,821.49

Main Category Overview:

**AEMA**: Income $2307.94 (not including other categories) Expense: $952.92 **Transfer to AEMA: $15,000**

**W&M Castle Boutique**: Income $ 26,068.66 Expense (Purchases, PP Fees, Postage): $15,148.64 **Net: $10,920.02**

**Memberships**: Income $ 4,310.00, Expense: $ 151.22 Net: **$4,158.78**

**VP Events**: Income $1040.00 Expense: $2387.02 (Budget: $1,000) **actual expense: $1,347.02**

* Pending Red Book expenses and reimbursement.
* Boumy will do the reconciliation for July.
* She will plan and prepare with the President on General Ledger and Category Budget by the July Planning Meeting for 2022/2023. Boumy expects that by July we should be back around that $20,000 balance.

***AEMA C******HAIRPERSON***: Kerri Chase

1. Kerri reached out to the Morris family for current status and funding requirements.
2. Total of $19,400 was awarded for 2021-2022 board year.

***SCHOLARSHIP:*** Kara Anderson

1. Kara checked the mailbox.
2. She will write and AAR and gather files to pass along.

***CIRCULATION***: Basia Kent

1. Basia sent the following emails: AESC CG, AESC monthly Meeting Zoom link, AEMA Invitations.
2. She answered emails from AESC members and board. She resent undeliverable emails.
3. She scrubbed membership list to ensure all new members are included on email distro.
4. She will mail out the June/July Castle Gram.
5. She will monitor the inbox and scrub the contact list based on new members, members that did not rejoin, and email address undeliverables.
6. She will continue to send out welcome emails to new members.

***WEBMASTER:*** Terri Stevens

1. Terri added AEMA bios to the website.
2. She replaced AESC Membership Application with message, “Membership Application for July 2022-June 2023 club year will be available on July 1, 2022.
3. She added the may Castle Gram to the Member’s Only page.
4. She added photos from the DC Temple.

***NEWSLETTER/CASTLEGRAM***: Michelle Funkhouser

1. She communicated with board members as needed.
2. She will requested/gathered information for the June/Summer issue of the Castle Gram.

**The June/Summer edition of the CG will be a mini edition, which will be held until after the June Board Dinner photos come in.**

**Deadline for submissions for the June issue is June 8, 2022.**

***NOMINATIONS***: Bette Meuleners

1. Bette thanked everyone who volunteered or re-volunteered to serve on the board for next year.
2. Slate that was voted in by email vote:

 President: Mary Alice Jakso

 Vice President: Julie Handura

 Secretary: Vacant

 Treasurer: Boumy Funes

 AEMA Chair: Kerri Chase

***HOSPITALITY/ RESERVATIONS*:** Erin Caswell

1. Erin created a draft invitation for the 2022 Cocktail Party and sent it to Sharise, Tanya, and Mary Alice for approval.
2. Erin attended the AEMA Luncheon, distributed nametags, helped with general set up.
3. She will finalize the Cocktail Party invite and send for ethics review.
4. She will begin planning the Newcomers Luncheon and asked for suggestions for venues. Virtue Feed and Grain in Old Town was suggested.

***WELFARE/SERVICES***: Jennifer Broderick

1. Wreaths Across America is active if you would like to get a head start for this year. This is our group page: <https://www.wreathsacrossamerica.org/pages/157166/>

Jennifer confirmed us for another year of sponsorships to make sure we are official and good to go.

1. Honor Flight- The 2022 Honor Flight season is live! Please check the schedule page for more information: [https://honorflightdca.com/2022-schedule/](https://honorflightdca.us9.list-manage.com/track/click?u=053b16fd6b3210979493d8bcb&id=8864eb15f7&e=fe352255ba). That site has the most up-to-date information.

***KNOLLWOOD BAKE SALE***: Priscilla Noah

Nothing noted

***MEMBERSHIP***: Jackie Caldwell and Jennifer Broderick

1. The AESC Membership Application will be offline for the month of June.
2. The AESC 2022-2023 Membership Application will be posted online beginning July 1, 2022. Yearly dues $25
3. Current 2021-2022 AESC Members will continue to receive online and circulation reminders throughout our Membership Drive: July 1, 2022 through October 31, 2022.
4. Remember to invite all Engineer Spouses to join AESC for our upcoming AESC 2022-2023 Membership Year!
5. Please note: If you have any AESC MEMBERSHIP AND INFO BROCHURES, please email Jackie @ jbc21047@aol.com or phone/text Jackie at 703-340-5505.

***THE FAIRFAX LIASON***: Isabel Stevens

Nothing to report

***HISTORIAN:*** Erin Beer

Nothing to report

***FACEBOOK/PUBLICITY:*** Vanessa Joly

1. Send anything to be posted on Facebook and/or Instagram to my email

935 Facebook Followers and 95 Instagram Followers

***PARLIAMENTARIAN***: Launa Klimowicz-Brown

There were two separate Electronic Votes:

1. The Slate of new elected board members.

Dearest AESC Members,

    The virtual voting window closed on the 14th, we did not receive any
mail-in votes as of today. This means our new slate is unanimously
elected!  Congratulations to the following:

President - Mary Alice Jakso
Vice Pres - Julie Handura
Secretary - Vacant
Treasurer - Boumy Funes
AEMA Chair- Kerri Chase

Congratulations to Everyone!!  Thank you for volunteering for this great
organization!!!

Launa Klimowicz
AESC Parliamentarian
2021-2022

1. The approval of the Revised Constitution and Bylaws.

The voting window for the Constitution and Bylaws review and
changes has closed.  Thank you for your time and consideration in this
matter.  The Constitution and Bylaws are unanimously approved.

***CASTLE BOUTIQUE:***  Stacy Lloyd

1. Stacy coordinated lunches and breakfasts/snacks for week of EGM.
2. Stacy has the following volunteers for EGM: Stacy, Brenda, Stephanie, Launa, Julie, Urvi, and Shannon. Thank you!
3. She will send out and deliver the decanters before PCSing.
4. She will leave books for Sara and Missy.
5. Sara has all of the CB items. All decanters have been delivered except for Rosemary.

***NOTES:***

1. Sharise noted what a great year of camaraderie and friendship and coming together to have a successful Cocktail Party right at the start. Thank you to everyone and all that they put into this club.
2. Sharise sent more brochures to Teresa Hibner.
3. Sharise looks forward to more connections with international locations where we have engineers in the coming year.
4. The date for the Cocktail Party has been set for September 24th.
5. Tanya echoed Sharise’s statements. She is always amazed at the quality of the people on this board and what a great job everyone does.
6. Tanya noted that it feels like we have come full circle from one of our first in person events at last year’s board dinner to the board dinner now.

**TIME OF ADJOURNMENT: 1917**