



Army Engineer Spouses Club

Board Meeting

4 June 2017

*"Keeping our worldwide Engineer
family connected through the
years and across the miles."*

Minutes

1. The meeting was called to order at 2:32 pm.
2. The following board members were in attendance: Kara Anderson, Bobby Buxbaum, Jessica Gregris, Sheila Kelly, Vanessa Joly, Erica Shaw, Launa Klimowicz-Brown, Roz Riley, Laurel-Lee States, Allison Chamberlayne, Rosemary Davis, Bette Meuleners, Lynne Jackson, Carolyn Hudson, Jackie Caldwell, Terri Stevens, and Christy Cramer Preston .
3. The minutes for the May meeting were reviewed by the board members. Allison Chamberlayne made the motion to approve the May minutes, Erica Shaw 2nd, all approved. The May minutes were approved unanimously.
4. Executive Board Reports:
 - a. President (Launa Klimowicz- Brown):
 - Launa thanked each Board member for their hardwork and dedication. She stated that it was her honor to serve as the AESC's President.
 - b. Vice-President (Carolyn Hudson):
 - The Sip & Paint event was great. There were eight (8) or nine (9) attendees. A group photograph was taken and Carolyn sent it to Allison for inclusion in the Castle Gram.
 - Carolyn has prepared the binder to turn over to Rosemary Davis. Rosemary made a short introduction to the board stating that she was happy to be back on the board after living in Texas.
 - c. Secretary (Laurel Lee States & Christy Cramer Preston):
 - .Please ensure that each member signs the sign0-in sheet.

- Laurel-Lee will continue on the board as Corresponding Secretary and she will continue to prepare the Agenda. She will be relocating to Missouri in June.
- d. Treasurer (Jessica Gregris):
- Jessica brought the current budget with expenditures to share with the board.
 - Jessica has not paid the Fairfax bill yet. She has touched base with the gentleman at the Fairfax; however he has been in and out.
 - Will cut checks this month for all donations.
 - 25 June is the tentative date for the budget meeting. The President, Vice-President, Secretary, and AEMA Chair are required to attend.
 - Please get your receipts to Jessica within the next two (2) weeks for reimbursement.
 - Two volunteers are needed to audit the books. Vanessa Joly stated that she volunteered to audit the books. There was a discussion if she could do this since she serves on the AESC board. After consultation with Roz Riley it was determined that Vanessa Joly could serve as a volunteer to audit the books.
 - The "hand off" will be at the end of the month.
 - Kara will change the name on the mailbox.
- e. AEMA Chairman (Erica Shaw & Marguerite Theisen):
- 17 May- GKM disseminated to the awardees. Austin Cloud did not respond and Erica has had no contact with this awardee. Erica called the telephone numbers that were included in the application and has not been able to reach Austin. It was suggested that Erica attempt to contact Austin through Facebook.
 - 21 May was the date of the AESC Awards Luncheon at the Fairfax. A big thank you to all the volunteers that made the event a success. There are pictures on the shared drive. Erica's neighbor made wood boxes for the event and for the AESC to use in the future. He needs a "thank you" and Laurel-Lee agreed to create one and send to him.
 - The packets for the scholarship recipients should be out this week.
 - On 31 May, Erica was contacted by COL Stevens via email. His daughter is a scholarship awardee and he wanted to inform the AESC that she would not be attending college this year. His daughter joined the National Guards. Erica wanted to know what the path is for this girl? Per Roz, the recipient has to be a high school senior, so she cannot apply for the award next year. The award states that it should be used to continue the recipient's education. Does this provide that they can take a year off and to attend college later and still receive the award. Roz consulted the AESC's charter. After further discussion, Vanessa Joly made the motion to distribute the funds to the girl and

the motion was seconded by Laurel Lee. All members, with the exception of Christy Cramer Preston, voted in favor of the motion. Christy voted against the motion. The motion passed.

- The names on the Pen-Fed account have been changed. Erica met with Kara and reviewed necessary items to ensure a smooth transition.

5. Appointed Committee Chairs

- a. Castle Gram (Allison Chamberlayne):
 - Deadline is the Friday after our monthly meetings.
- b. Circulation (Kara Anderson):
 - Castle Gram was disseminated.
 - Laura Putnum is putting the Red Book online in the "Members Only" section. This section is password protected.
 - Members that join after the Red Book comes out (31 October), will be welcomed in the Castle Gram so that the membership can update their Red Books. The online Red Book will be updated accordingly.
 - Keys were given to Sheila.
- c. Historian/Publicity (Lisa Stevenson):
 - Nothing to report.
- d. Hospitality/Reservations (Terri Stevens):
 - Terri assisted with preparing the name tags and the invitations for the AESC Awards Luncheon.
- e. Knollwood Bake Sale (Priscilla Noah):
 - Nothing to report.
- f. Membership/Red Book (Jackie Caldwell):
 - Membership year is over. 1 July starts the new year. Get the word out about AESC. We need to build our base. Every single person should completely fill out the membership form. Please do not write "information remains the same".
 - There was discussion regarding individuals thinking that they are still members of the AESC because they are receiving the Castle Gram, although they have not joined for the new year. Individuals will continue to receive the Castle Gram until the Cocktail party, if they have not renewed their membership.
- g. Nominations (Bette Meuleners):
 - Find members to be on the board.
- h. Parliamentarian(RozRiley):
 - .The election was successful. Not unanimous, but consensus. No votes in the mail. Virtual voting.
- i. Liaison (Kay Burlin):

- Nothing to report.
- j. Ways & Means (Sheila Kelly):
- 14 June is the next Castle Boutique.
 - There have been several hiccups with sale items (Tervis cups had the wrong lids).
 - The PCC head will disseminate the dates for the Castle Boutique. The day before and after a PCC event, the online shop will be shut down in order to adjust the inventory.
- k. Webmaster (Laura Putnum):
- Nothing to report.
- l. Welfare Services (Vanessa Joly):
- 23 May - the Fisher House meal.
 - 27 June and 25 July are the upcoming dates for the Fisher House meal. Volunteers are needed. Please contact Vanessa if you are able to prepare a meal for the Fisher House on either date.
 - Chick-fil-a only does fundraisers for schools. They can give the sandwiches to our organization and we can sell them. The consensus was that the board did not want to do this.
 - Yankee Candle is a possible fundraising opportunity that Vanessa is checking into.
6. Announcements:
- Launa made some closing announcements. She stated that it was very sweet of Connie to let us use her home. Connie and Launa had gifts for the board and Launa passed the gifts out. Launa had a flower (made out of seeds) for each board member. Connie had a dishtowel with "queen of his Castle" embroidered on it and a wooden spoon.
 - Laurel-Lee is leaving the area. She will continue as Corresponding Secretary and will continue creating her beautiful "thank you" cards for the board. Launa thinks that she needs a line on the budget.
 - Erica is also leaving. Launa thanked her for her service to the AESC.
 - Allison was thanked for her great creations of the Castle Gram.
 - Carolyn is relocating to Omaha. She was thanked for her dedication to the AESC.
 - Erica Shaw announced that Safeguard Shredding provides a free paper drop off each year for active-duty military.
7. Adjournment: The meeting adjourned at 3:24 pm.

Christy Cramer Preston
AESC Secretary