

Officer Students' Spouses' Club
Executive Board
Monday, 15 May, 2006

Members Present:

Exiting Board: Tammy Bruce; Elizabeth Gauthier; Michelle Winward; Michelle Westbrook

Entering Board: Jeff Pizanti, Kary Mack, Linda Moseley, Charlotte Rysavy, Regina Dixon

Advisors: Meredith Franck, Jean Smarsh

Committee & Event Chairpersons and guests: Krista Ducharme; Jennifer Sandage

Meeting called to order at 1913

Minutes from the 17 April meeting are approved as submitted.

President – Tammy Bruce

Volunteer Dinner

- Thank you to Michelle Winward & Michelle Westbrook for the gifts. The progressive feature worked well.
- It is recommended that in the future a roster be kept of those who volunteer and a criteria be set (such as three volunteerings) for eligibility to be invited to the dinner. People are to turn their list of volunteers in to Charlotte Rysavy, Secretary.

Allocations

- Kristi McGeehan is interested in taking care of allocations or being a volunteer coordinator. Karin Hagan has the allocations book now.

Keys

- Kary Mack has the keys to upstairs.

Dining Out

- This event will be held in the upstairs ballroom and is hosted by the Navy League in honor of the “Battle of Midway.” Five couples fill a table and a table is reserved for OSSC. Currently Tammy and her husband are signed up to attend from OSSC
- Tammy is going to do the centerpieces. Kary Mack and Michelle Westbrook volunteer to assist.

NPS Concert on the Lawn, Memorial Day (Monday, 29 May)

- Free informational fair from 1000-1330. Linda Moseley volunteers to handle OSSC booth; Tammy will email her with further details.
- OSSC sponsored a Bouncy House. The money will come out of Allocations of last year. OSSC is not running or overseeing the Bouncy House.

First Vice President – Elizabeth Gauthier

Scholarship Recipients

- Twelve applications received not counting incomplete or late applications. Three of the twelve were high school students.
- Nine scholarships awarded (all 3 high schoolers) and letters have been sent to them.

Kyra J. Froemke	1250	Courtney L. Harkins	750
Patrick Riel Q. De Vera	1250	Shelby G Bliss	500
Staci S. Miller	1000	Sarah L. Hughes	500
Athanasia Tasiopoulou	1000	Shilo B. Lucyk	500
Victoria L. Arias	750		

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2nd Vice President – Michelle Westbrook

New Spouse's Welcome, July

- July is the largest Welcome event and requires renting tables. Michelle Westbrook intends to assist but more volunteers will be needed.
- Speakers should be lined up: Dean of Students, Chaplain Weseley, and the new President (if she has arrived).
- Due to the new NPS President's anticipated arrival at the beginning of July, alternate locations were discussed for the event. It was noted that the quarterdeck has no kitchen.
- Michelle Westbrook will call Admiral Well's secretary, Virginia, for his departure date and the new President's arrival date. She will coordinate with Linda Moseley.

International Tea

- Danielle Ortiz and Tammy Bruce will assist with the tea if it occurs before they move in September.
- It is suggested the tea be held the beginning of November.
- The timing may not work out to fit it in this year.
- The quarterdeck was suggested as an alternate venue to the Stanley House.

Treasurer – Regina Dixon

Budget Proposal for fiscal year 2006-2007

- Per the May, 2003 bylaws the budget should run from 10 August – 31 July. Thus, the budget will be voted on in August at the general membership meeting.
- A printed budget is disbursed.
- Meredith Franck, Advisor, clarifies that the budget is just a guideline; funds can be moved around as long as charitable funds are kept separate from operational funds. If money is being raised for charity then charitable funds can be spent on the event.

Guidelines for Reimbursements

- A printed guideline is disbursed.
- Regina will email the form to Jen Sandidge so it can be put on the website.

NFCU Account

- The President, 1st Vice President, and the Treasurer are those who should be on the account to sign checks. Regina will get the paperwork to adjust for new board.

Sharecheck Visa

- A Visa card is needed for the Yahoo! email accounts payments. Other bills can be paid for by check or automatic draft.
- NFCU insists the Visa be in a person's name (President, 1st Vice President, or Treasurer) rather than in a generic OSSC frame.
- Jen Sandidge says that the website has mass mailing capabilities and perhaps the Yahoo! email is no longer necessary. Jen will work with Michelle Winward to see if the website email will meet OSSC's needs before the Yahoo! renewal bill is paid (from Michelle Winward's credit card) in seven days.

Secretary — Michelle Winward

Additional volunteer thank you tote bags

- Each new board member receives a tote bag
- Kary Mack (1st v-p) takes the rest of the tote bags to use as gifts.

OSSC Office Space

- Pinnacle contact Jennifer Barrett has agreed to allocate space in the old housing office building for an OSSC office available in July. It is suggested that all items from upstairs be moved to this new office when it is available although the office is not to appear as a storage closet.

Chairpersons

Wine Tasting & Silent Auction – Krista Ducharme

- Krista will meet with people and set a date for the next Tasting.
- It is recommended that a committee be formed that will meet weekly.
- Linda Moseley who ran the Tasting last year will help Krista get organized.
- It was noted that there are many military friendly venues in town worth reviewing.

Bargain Fair – Kary Mack (Jennifer Owens may take over)

- It is recommended that the Bargain Fair Chairperson be invited to board meetings.

Webmaster – Jen Sandidge

Email

- Emails to xxx@npsossc.org will be forwarded to board members' personal email addresses except for secretary. Jen will email Charlotte with instructions for accessing emails online.

Website

- Jen Sandidge will be leaving in December. Charlotte Rysavy will consider taking over website upkeep.

Photographs

- Photographs of board members are needed for the website. Bills other than Yahoo! email can be paid for by check or automatic draft.
- Each board member has the option of emailing an appropriate picture to Jen or having her take a picture of them.

Incoming President – Jeff Pizanti

Meetings through August are Scheduled

- Monday, 05 June: General Membership Meeting
Ice Cream Social, Scholarship Presentations, Membership Drive
- Tuesday, 13 June: Board Meeting (note 3rd Monday falls during break)
- Monday, 17 July: Board Meeting (no general membership meeting in July)
- Monday, 07 August: General Membership Meeting
- Monday, 21 August: Board Meeting

Meeting adjourned at 2100

Respectfully submitted by Charlotte Rysavy, OSSC Board Secretary