

Officer Students' Spouses' Club  
Executive Board  
Tuesday, 13 June, 2006

**Members Present:**

Jeff Pizanti, Charlotte Rysavy, Regina Dixon, Meredith Franck

Note: This is a quorum and an advisor is present. An advisor must always be present even if it is by phone

**Meeting called to order at 1900**

Minutes from the 15 May meeting are approved as submitted.

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After discussion, there are no objections to publishing meeting minutes on the website. May minutes will be submitted to Jennifer Sandidge, webmaster.

**Treasurer's Report – Regina Dixon**

- Current Balance sheets are distributed: Allocations 7K, Scholarships 8.5K
- The minimum fiscal year carry-over for each account is 1500 checking, 500 savings, 110 cash. The bargain fair has about 618 dollars which by vote it can carry over into the new year.
- The budget will be officially voted on at the August General Membership meeting. The proposed budget will be used in the interim. Regina Dixon will prepare copies of the budget for review at the general membership meeting. It is noted that the budget is a guideline and can evolve as necessary as circumstances change.
- The accounts are still being updated for signers. The new people are on the account but the old board members are not yet off the accounts.
- To review, last meeting the idea of an OSSC credit card was not approved since it was only necessary for paying the yahoo account fees and the free account seems to be meeting our needs.

**Allocations**

- The Allocations Committee will meet on the 24<sup>th</sup>.
- At the August General Membership Meeting, the Allocations Committee decisions will be voted on for approval.
- At the June General Membership Meeting, the total amount the Allocation Committee was going to distribute, 7,000 dollars, was approved.

**Advisors**

- Captain Heron will retire 08 July opening up the third OSSC advisor position.
- The board will await the new NPS President's spouse before making decisions about the number of advisors and who wants to fill the positions.

**Advertising**

- Charlotte Rysavy, Secretary, and Kary Mack, 1<sup>st</sup> Vice President, discussed the idea of creating an NPS OSSC threefold brochure which would stress the social aspect of the

organization and could be put in the housing office. Jennifer Sandidge has been approached regarding creating such a brochure that would not be time sensitive and would not need to be redone annually.

- The board has requested that Charlotte Rysavy contact Jennifer Sandidge to get her estimated cost for her work.

#### General Membership and Board Meetings

- Three new members joined at the May membership drive.
- All active chairs should be invited to board meetings. The webmaster and newsletter editor should also be invited. Only the board members will have a vote regardless of meeting attendance.

#### Office Space

- No word on the new office space near the old housing office.
- The OSSC is entitled to office space from the navy and need some commitment from Jennifer Barrett before giving up any space we currently have.

#### Review Committee

- A Committee needs to review and update the by-laws and board member job descriptions.
- This will be delayed until Spring, after the Tasting event and after board members have had time to discover what their job description actually is.

#### Christmas in the Adobes

- This is a candlelight homes tour in which the OSSC sponsors the Larkin House.
- Seven to eight volunteers will be recruited in August or September to give tours during the first two weeks of December.
- This is a fun community service project and a publicity opportunity.
- The Saturday before the tours, a wreath making workshop is held.
- It is anticipated that the 2006 event will be held 07-09 December with decorating on the 6<sup>th</sup> and wreath making on the 2<sup>nd</sup>.

#### Open Position: Photographer/Historian

- This will be addressed at the next General Membership Meeting

#### General Membership Meetings

- Kary Mack, 1<sup>st</sup> Vice President is in charge of organizing (location, theme) the General Membership Meetings.
- While the Board has attempted to schedule dates for the meetings through December, the public school holiday schedule needs to be taken into consideration. Kary Mack will have this information after school starts.
- It is thought that 07 August, the first Monday in August, is the first day of school so the August meeting may need to be pushed to the second Monday in August, the 14<sup>th</sup>.

#### Bargain Fair

- Suggested date: Saturday, 09 September
- Booths are sold 2 weeks in advance.
- The Bargain Fair should not coincide with a Bargain Fair being held at Fort Ord. The original agreement with Fort Ord was that Fort Ord and La Mesa would each pick two dates.
- It is anticipated that Kary Mack, 1<sup>st</sup> Vice President and former Bargain Fair Coordinator, will have a new Bargain Fair Coordinator at the July Board Meeting.
- 02 December would be the ideal date for the December Bargain Fair.

#### International Tea

- The Tea is not open to OSSC General Membership. It is open to the OSSC Executive Board and the International Students' Sponsors.
- A location is still needed for this event since the availability of the Stanley House is unknown and the Quarterdeck is not very inviting.
- This event will be on hold until the new President arrives.
- A chair should be appointed soon so that he or she can work with Danielle Ortiz and/or Tammy Bruce to organize the event before they transfer.

#### **Meeting adjourned at 2011**

Respectfully submitted by Charlotte Rysavy, OSSC Board Secretary