

Officer Students' Spouses' Club
Executive Board
Monday, December 3, 2007

Members Present:

Michelle Krakar, April Benham, Ashlee' Crook, Amanda Johnston, Jennifer Wilson, Heather Ferebee, Karen Woodson, Gena Jenson, Melissa Ortiona, Jennifer Knoops, Amy Zinkhon, Shannon Craycraft, Jenny Wallace, Ronnie Englebeck, Meredith Franck

Meeting called to order at 1737

Minutes from the November 5, 2007 meeting are approved.

President's Report – Michelle Krakar.

- Effective immediately, board meetings will be alternately held on the first Monday of the month (at 5:45pm, prior to the General Membership Meeting) and the second Monday of the month (at 7:00pm). January's meeting will be held on January 14, 2008 at 7:00pm.
- Holiday Vendor Fair/Bake Sale (held on Saturday, November 17, 2007 from 9:00am to 1:00pm):
 - \$500.00 earned from the bake sale.
 - Suggestions for future Holiday Vendor Fairs:
 - ✓ Encourage more vendors that sell child-themed items. These vendors were most successful.
 - ✓ Consider holding the event during the spring.
 - ✓ Add "type of vendor/product being sold" to the sign-up sheet. Multiple booths were selling the same products.
 - ✓ Future Vendor Fairs will be headed by a committee.
- OSSC Members will be polled to determine interest in holding an OSSC-sponsored Easter Egg hunt during the spring. The (currently tentative) event will be headed by a committee.
- Michelle Krakar will schedule a meeting with the JAG to determine the feasibility of providing volunteers for Laguna Seca.
- Michelle Krakar and Ronnie Englebeck will schedule a meeting with DLI on Monday, December 10, 2007.

1st Vice President's Report – April Benham.

- Upcoming GMM Information
 - January 7, 2008: White Elephant gift exchange in the Billiards Room at La Mesa.
- Suggestions for future GMMs:
 - A Valentine "mystery" theme. Jennifer Knoops will send pertinent information to April Benham.
 - A Thrift Shop "fashion show."

2nd Vice President's Report – Ashlee' Crook.

- January New Spouses' Welcome
 - Tentatively scheduled for Monday, January 28, 2007 at the Stanley House.
 - Current OSSC members will be requested to bring an appetizer.
 - Suggested speakers:
 - ✓ VADM Oliver
 - ✓ CAPT Hobbes

Treasurer's Report – Elizabeth Bernotavicius. Submitted by Michelle Krakar.

- \$4800 currently available, not including profits from the December Bargain Fair.

Committee & Volunteer Updates

- Bargain Fair – Gena Jensen and Karen Woodson.
 - Profit figures:
 - ✓ \$1530.00 in booth sales.
 - ✓ \$270.00 in early-bird entry sales.
 - ✓ \$1870.00 total profit.
 - In the future, a Bargain Fair coordinator will call the manned number for the Presidio of Monterey Police department to notify the department of the upcoming Bargain Fair.
- Bylaws Committee – Michelle Weiner. Report submitted by Michelle Krakar.
 - Bylaws will be updated by May 2008.
 - Revised bylaws must be reviewed the JAG.
- Christmas in the Adobes – Shannon Craycraft.
 - Two additional volunteers are needed for December 4, 2007.
 - Shannon notes that the OSSC has been commended by the park service for their continual professionalism in decorating the Larkin House.
- Pancake Breakfast – Amy Zinkhon.
 - Committee met on December 3, 2007.
 - Breakfast scheduled for Saturday, December 8, 2007 at 7:00am.
 - Entertainment:
 - ✓ Santa Claus still needed.
 - ✓ A face painter has offered her services for half-price.
 - Attendance:
 - ✓ 200 total attendees (91 adults) thus far.
 - ✓ Attendees may also pay at the door without making a reservation.
 - Facilities:
 - ✓ Permission to use ONLY the La Mesa ballroom.
 - ✓ Trash removal will be performed by the Boy Scouts.
 - Additional funding (in addition to the budgeted \$400) required.
 - Signage has been repaired/replaced.
 - Equipment needed for Pancake Breakfast:
 - ✓ Tables will be provided by Public Works and must be returned on Monday, December 10, 2007.
 - ✓ Chairs
 - Provided by Public Works.
 - Other possible sources: Army Community Services at Ft. Ord, the Stillwell Center, Fleet & Family Service Center.
 - Michelle Krakar will bring a wingback-style chair for Santa.
 - No highchairs available.
 - ✓ Chafing Dishes: Amy Zinkhon will check with Jean Smarsh.
- Scholarship/Allocations – Amy Zinkhon.
 - Committee will begin meeting in January 2008.
- Webmaster – Jennifer Knoops.
 - Jennifer Knoops will respond to all emails directed to the webmaster.
 - Jennifer Knoops will delete and repair the OSSC President's email account.
- Window – Jenny Wallace.
 - Jenny Wallace is employed by MWR and states that MWR will be willing to re-schedule events that conflict with OSSC-sponsored functions.
- Wine Tasting – Heather Ferebee and Jennifer Wilson.
 - Theme: "For the Love of Wine."
 - ITT has agreed to sell tickets to the event.
 - The Monterey Pines golf course stated that they should not be contacted to make a donation; however, this is true only if the golf course is affiliated with NPS or MWR.

- Status of solicited vendors:
 - ✓ Only one winery has agreed to donate wine.
 - ✓ A letter was initially sent to the wineries to request donations of wine.
 - ✓ Follow-up phone calls are currently being made to unresponsive wineries.
 - ✓ Non-responsive wineries will be visited in person.
 - ✓ Heather Ferebee will email Ronnie Englebeck a detailed spreadsheet indicating which wineries require additional follow-up. Volunteers will be solicited to visit these businesses.
 - ✓ The “Chocolate Dipper” based in Salinas has agreed to be the sole provider of chocolates for the wine tasting.
 - ✓ Heather and Jennifer continue working to procure food from the Culinary Institute based in Monterey.
 - ✓ Michelle Krakar suggests requesting donations from Starbucks.

Meeting adjourned at 1845

Respectfully submitted by Amanda Johnston, OSSC Board Secretary