

Yokota Officers' Spouses Club Board Year 2008-2009

Governing Board Meeting January 27, 2009

Jill Piparo
 Marcie Hermann
 Hailley Felter
 Kim Kinkaid
 Abbie Finlayson
 POSITION OPEN
 POSITION OPEN
 Angelica Klebsch
 Mary Robinette
 POSITION OPEN
 Renee Newell

Sara Weak
 Alisha Conkling
 Diane Baker
 Michelle Watt
 POSITION OPEN
 Teresa Negley
 Teresa Thomas
 Anne Cournoyer
 Karen Frisbee
 Anne Sweet
 Teresa Rice

Addy Lawler
 Jack Knight
 Karen Westhoff
 Shelly Klein
 Tate Hayes
 POSITION OPEN
 Terry Verschoore
 Kathy Grimes
 POSITION OPEN
 POSITION OPEN

Board Reports

Jill Piparo, President

#1

12/9/2008: Worked with Addy, Frankie, and Michelle on a bad check on the thrift shop, I tried to obtain a check verification number before re-depositing the check, but was unable to get one.

12/15/2008: Went to the Officer's club to give money from the YOSC to the Officer's club for their annual Christmas party.

1/5/2009: worked on Scholarships, Terry was going out of town, so I volunteered to help keep the checklist rolling. I contacted the high school and spoke with the guidance counselor there in charge of scholarships; I emailed her the application, the flyer, and the guidelines. She responded that she had sent the application to every parent of a senior at the high school. Then I emailed everything to Anne for update on the website.

1/7/2009: attended 36th spouse meeting, announced that the YOSC scholarship committee would now be taking applications, and answered any questions regarding the application process

1/21/2009: attended bazaar meeting

Volunteer Hours: 49

Year to Date: 396

Sara Weak, 1st Vice President

#2

The Christmas sign is back at the thrift shop – Thank you Jack

We have 35 people attending tri-services, 30 YOSC members and 5 YESC members. Tri-Services is February 5th.

Volunteer Hours: 7

Year to Date: 74

Addy Lawler, 2nd Vice President

#3

- Scholarship Mtg. 12/4
- Worked thrift shop 1/10
- Boro Ichi Tour 1/15 - \$380 collected
- Paid Services for bus \$280 - TOURS BUDGET HAS A SURPLUS OF \$100 -

Volunteer Hours: None Submitted Current Month:

Year to Date:

Marcie Hermann, Operations Treasurer

#4

Beginning balance (as of December 9, 2008) \$ 33,930.76

Income:

| | |
|--|-------------------|
| Membership Dues | \$ 1235.00 |
| Checks written at Dec function to YOSC | \$ 91.00 |
| Check written at CEG function to YOSC | \$ 48.00 |
| Monthly function refunded by YOC | \$ 40.00 |
| Boro Ichi Trip Payments | \$ 380.00 |
| Tri-Services Payments | \$ 800.00 |
| Check #1713 voided | \$ 300.00 |
| TOTAL INCOME: | \$ 2894.00 |

Expenses:

| | |
|---|-----------|
| Dollars & Yen – Thrift Shop audit 5/04-4/05 | \$ 300.00 |
| Karen Frisbee – Nov function door prizes | \$ 284.48 |
| American Express – YOC Christmas decorating door prizes | \$ 73.98 |
| Yokota Officers' Club – CEG Christmas party | \$ 860.00 |
| Yokota Officers' Club – December function | \$ 159.00 |
| Abbie Finlayson – Jan function door prizes & publicity | \$ 182.37 |

| | |
|---|-------------------|
| ZaCSA – Tri Services | \$ 875.00 |
| Adelaide Lawler – Boro Ichi Tour bus | \$ 280.00 |
| Pacific Stars and Stripes – Yokosan Dec & Jan | \$ 500.00 |
| YOSC Welfare – membership dues refund donated | \$ 50.00 |
| New Checks | \$ 32.53 |
| Ricoh – Yen Check for copier Oct 08-Mar 09 | \$ 1022.82 |
| TOTAL EXPENSES: | \$ 4620.18 |

Ending checkbook balance (January 27, 2009) \$ 32,204.58

Volunteer Hours: 5

Year to Date: 77

Alisha Conkling, Welfare Treasurer

#5

Beginning Checkbook balance 12/02/08 \$ 19,660.97

Income:

| | |
|---|-------------|
| 12/9/08 Void Check # 1624-reissued as | |
| Check # 1628 | \$ 1,500.00 |
| 12/11/08 Deposit Dec. 08 Ways and Means | \$ 240.00 |
| 12/11/08 Deposit Nov. 08 Ways and Means | |
| and Thrift Shop Proceeds for Oct 08 | \$ 325.00 |
| | \$ 383.04 |
| 1/20/09 Deposit Nov. and Dec. Thrift | |
| Shop Proceeds | \$ 1,862.20 |

Total Income: \$ 4,310.24

Expenses:

| | |
|------------------------------------|-------------|
| 12/9/08 Check # 1627-Strong Family | |
| Memorial Fund-Nov. 08 Ways and | |
| Means | \$ 325.00 |
| 12/9/08 Check # 1628 Operation | |
| Warm Heart-line item | \$ 2,500.00 |
| 12/10/08 Check # 1629 Semper Fi | |
| Society-Dec. 08 Ways and Means | \$ 240.00 |

Total Expenses: \$ 3,065.00

Ending Checkbook Balance 1/20/09 \$ 20,906.21

Volunteer Hours: None Submitted Current Month: Year to Date: 35

Jack Knight, Recording Secretary #6

Helped at the Thriftshop, logged the November and December hours. Sent the November Minutes to Bruce Green and his replacement Statina Svetlana. Helped Sara get the Christmas Sign back to the Thriftshop.

Volunteer Hours: 9.5 Year to Date: 283.5

Hailley Felter, Corresponding Secretary #7

We sent: 10 Birthday cards, 3 Anniversary Cards

Volunteer Hours: 2.5 Year to Date: 10

Diane Baker, Member at Large #8

On 14 January 2009 went to the Health Consumer's Advisory Council meeting at the 374th Med Group. Attached are the full minutes of the meeting, below are the main points:

-Dental - Priority Care for active duty, dependants, will not change. Access to care will change on 1 February for retirees and DoD.

-There will be a Running Clinic on 12 March 09 at 1400 at the AFRC

-There will be a number of exercises in the spring that might affect clinic hours: 4-6 Feb, 13 Feb, 23-27 Feb, 29 Mar-3 April, 10 April, 23-24 April

-Optometry Clinic is at 50% manning. Clinic has been relocated to 3rd floor.

-Pediatrics will permanently go to two physicians this summer.

No Red Cross Advisory Council Meeting.

Next O' Club Advisory Council meeting will be end of 24 February 2009

Volunteer Hours: 45 Year to Date: 100

Karen Westhoff, Parliamentarian #9

- Working on brief Job Descriptions for Yokosan for elected and appointed positions.
- Please review your job descriptions. At the October Board Meeting copies of your description were handed out. I said I would send electronic copies but decided not. Please hand-write any changes on the hard copy. I will then review and print out final copies. Please complete your review by February Board Meeting. I will collect them at that time.
- Next month is time to start asking for candidates for next year's slate of officers and chairman positions. I'm asking at this time for anyone that is interested in filling a position or continuing in their present position please let me know. Any member intending to nominate a candidate for an elected office, (President, 1st and 2nd Vice Presidents Recording and Corresponding Secretaries, Operations and Welfare Treasures, and Member -At-Large), please talk to that person before nominating and submitting a name. Anyone who is or knows of someone who would like to help with this process (be on the Nominating Committee), let me know. The committee can have no more than two voting members from the Governing board.

Volunteer Hours: 2 Year to Date: 7

Kim Kincaid, Cultural Activities #10

Tasks Completed

- Attended Large group Japanese New Year's Party at local restaurant hosted by Japanese Culture Club. Traditional Japanese menu with Fussa Historical Japanese Dance Troop entertaining.
- Secured Date for Closing Ceremony at the Officer's Club
- Met with Akemi to discuss meal plan
- Secured Yokota Middle School Choir for entertainment at the Closing Ceremony
- Discussed Digital Scrapbook idea with YOSC Group Leaders for End of Year gift.
 - We will be putting together a 5 x 7 24 page scrapbook with Shutterfly
 - YOSC members will also be able to purchase these books
 - One book will be submitted to the YOSC for posterity.

Kim will be meeting with the Japanese ladies to discuss group progress and to make final arrangements for the Closing Ceremony later this month.

Brenda Baker 10hrs.

Volunteer Hours: 10 Year to Date: 42

Michelle Watt, Hail and Farewell #11

No report submitted.

Volunteer Hours: None Submitted Current Month: Year to Date:

Shelly Klein, Membership #12

Currently showing 123 members---

After a little pain and a lot of help from Anne Cournoyer the directory has been completed. If you see any errors or things that need to be changed, I will have a directory update at the next couple of functions and you can notate the changes there. In the spring I will send out an amendment to the directory for any new members/changes that have occurred. See me if you haven't received a copy.

Still attending Right Start Info fair weekly to deliver the Thrift Shop letter to all new to base personnel as well as a Yokosan, Welcome letter, and membership form to those newcomers who qualify for membership.

Sending another Right Start Volunteer Sheet. **Please sign up if you can.** Thank you.

Volunteer Hours: 18 Year to Date: 87

Abbie Finlayson, Monthly Functions #13

No report submitted.

Volunteer Hours: None Submitted Current Month: Year to Date:

Position Open, Publicity #14

No report submitted.

Volunteer Hours: None Submitted Current Month: Year to Date:

Tate Hayes, Reservations #15

No report submitted. Volunteer Hours: None Submitted Current Month: Year to Date: #16
Position Open, Tours

No report submitted. Volunteer Hours: None Submitted Current Month: Year to Date: #17

Teresa Negley, Travelog
 Story on TaoTao Chinese restaurant resubmitted to Yokosan.
 Still trying to recruit website person.
 Thinking of just updating Fussa section for online now.
 Volunteer Hours: None Submitted Current Month: Year to Date: 8

Position Open, Spring 2009 Bazaar Chair #18

- 11/30 - Prepared 1st mail out notification, updated yahoo email account
- 12/1 - Copied 1st mail out notifications at Thrift Shop
- 12/3 - Mailed out 1st mail out notifications to vendors - **COST to date \$SARA PLEASE PROVIDE TO JACK**
- All Vendor Liaison information given to Ann Bowersox and all Bazaar Chair Information given Diane Baker & Jill Piparo, Co-Chairs for the Bazaar.

This is my last board report and I'd like to say thank you for the experiences & memories!

Volunteer Hours: None Submitted Current Month: Year to Date: #18A
Position Open, Spring 2009 Bazaar Advisor

No report submitted. Volunteer Hours: None Submitted Current Month: Year to Date: #19

Teresa Thomas, Obi Books
 No report submitted. Volunteer Hours: None Submitted Current Month: Year to Date: #20

Terry Verschoore, Scholarship
 During the holiday we all found out that Addy was leaving. On that note I need to have some people step up and serve on the scholarship committee. To date there is one other person beside myself and her name is Crystal Bargatze. I will need at least three more people to help decide the amount of money that will be awarded to the winners.

Late December I began to find out what publicity entailed. To date, there is ads with the Yokota Ads, Kanto Plain (Jan. 30) addition, High school bulletin, and we should see the flyer on the commanders channel and the Marquee. (Thank you Jill) Flyers have been distributed at the BX, Airman Readiness Center, Post Office, and the Thrift Shop. If anyone feels we should do more advertising I am open for suggestions.

I have three judges. All are very professional people with full time jobs. Because of that I will allow the judges more time then in the past years. I am very confident that all three will do an excellent job. The next committee meeting will be scheduled for Thursday May 7th, 2009. The time TBD.

Volunteer Hours: 10 Year to Date: 25 #21
Angelica Klebsch, Thrift Shop Liaison

No report submitted. Volunteer Hours: None Submitted Current Month: Year to Date: #22

Anne Cournoyer, Ways and Means
 No report submitted. Volunteer Hours: None Submitted Current Month: Year to Date: #23

Kathy Grimes, Welfare
 No report submitted. Volunteer Hours: None Submitted Current Month: Year to Date: #24

Mary Robinette, Yokosan
 Two hundred ten copies of the January Yokosan (12 pages) were printed at a cost of \$230.
 Hours: Bonnie Crispino: 2, Gina Allen: 2
 Volunteer Hours: 15 Year to Date: 95

Karen Frisbee, Photographer #25
 Pictures taken at Dec. 9, 2008 YOSC function. Pictures edited, burned onto disk, and submitted to YOSC president. Pictures taken of new members at Dec. 9, 2008 function and one farewell, submitted to Yokosan editor along with list of names. Pictures taken at YOSC trip to Boro Ichi on Jan. 15, 2009. Boro Ichi pictures edited, burned onto disk, and submitted to YOSC president.
 Volunteer Hours: 7 Year to Date: 37

Position Open, Historian/Scrapbooker #26
 No report submitted. Volunteer Hours: None Submitted Current Month: Year to Date: #27

Anne Sweet, Website
 No report submitted. Volunteer Hours: None Submitted Current Month: Year to Date: #28

Position Open, Special Activities #28
 No report submitted. Volunteer Hours: None Submitted Current Month: Year to Date:

Total Reported Volunteer Hours for YOSC Governing Board from June to January: 2364.5 hours