

Washington State Club of SCW

October 29, 2024

President Daryl McCallum called the meeting to order at 10:00 am.

Board Members Present: Daryl McCallum-President, Pamela Kyle-Vice President, Kathy Brown-Treasurer, Bonnie Burke-Secretary, Communication Director/Events Coordinator-Donna McCallum.

President's Report-Daryl is finalizing the contract with the Rec. Center for our Annual Meeting to be held November 4th. He has also finalized the Christmas dinner to be held December 5th at Briarwood and the Luke AFB tour to be held January 28th, 2025.

Secretary's Report-Bonnie read the minutes of the April 10th meeting. Minutes were approved as read.

Vice President's Report- Pamela continues to deliver badges to our new members. She provided a detailed inventory of our supplies in storage. Kathy highlighted items that need to be pulled for the Annual Meeting.

Treasurer's Report-Kathy reported on the Financials from April-September 2024. April 2024 beginning balance was \$11,613.83. Income was \$727.66 and expenses were \$2,866.77. September 30, 2024 balance (reconciled) \$9,474.72.

Communications Director/Events Coordinator-Donna sent out an Annual Meeting notice to all members on October 9th. She will send out another reminder this week. She will get out notices of our next events—Christmas Dinner (12-5) and Luke AFB tour (1-28-2025) as the date approaches. She has been answering questions from members about the Annual Meeting. All bookings for upcoming events are made and deposits made. Janet Eriksson (Past

President) represented our club at the Newcomers Meeting held at Palm Ridge.

Annual Meeting-We went over our food/wine and supplies needed for the meeting. Also went over inventory lists so we know what to pull out of storage. Donna will order from Amazon the supplies we need from them and Bonnie and Kathy will shop for the food and wine. Pamela will pull the inventory needed and take it to the event. We will start setting up at 3:30.

New Business- Kathy presented updating some job description changes and by-law changes. A good discussion was held on both topics. The job description in Article 5.3 will change the length of how long an officer will hold office. A motion was made to change President and Vice President will serve the balance of (1) calendar year. Treasurer and Secretary will serve the balance of two (2) years. After the Vice President serves his/her term the VP will move up to the office of President for (1) year. The motion was voted on and approved. Next up was documenting changes we have made to the Treasurer and Event Coordinator's job descriptions. (Treasurer) Item 8 adds a sentence stating that all funds for events will be mailed to the Club's PO Box, limited exceptions. Item 9 is a new sentence stating that the Treasurer is responsible for checking the club's PO Box and keeping a key for the Post Office Box. (Event Coordinator) adds an item (D) maintaining a volunteer list for each specific event, i.e. setup, cleanup and various other volunteer event requirements. A motion was made, voted upon and approved to accept these changes.

Meeting adjourned at 11:47.

Bonnie Burke-Secretary

