

Call to Order

Performed by the Parliamentarian at 6:06time.

Roll Call

Secretary performed a roll call. The following people were present:

President: Leanne Ward
Vice President: Megan King
Secretary: Brittany Borgford
Treasurer: Liz Arcand
Parliamentarian: Casey Luizzi
Thrift Store: Emily Haffner
Charitable: Lainie Norman
Publicity: Crystal Westbrook - not present
Membership: Michelle Tuson
Cinderella's Closet: Kate Davidson
Auction: Brittany Borgford
Scholarship: Sarah Andrews
Socials: Michelle Tuson
Advisor(s): Teresa Tompkins

Additional Members in Attendance: Ron Dodd

Approval of Previous Minutes

The secretary read the minutes from the meeting on 04 June 2025. These minutes were approved unanimously.

Old Business

- **President:**
 - Board member shirts
- **Vice President:**
 - None
- **Secretary**
 - If you have a TS key or ANY MSC key please meet with me after the meeting
 - Please do not change passwords without meeting with me
- **Treasurer**
 - Reissuing check for scholarship recipient with incorrect amount

- We had discussed swapping Welfare and Operational Budget accounts at the last meeting. However, the welfare account checks have “Welfare” printed on them, so it shouldn’t be an issue to keep as is and continue to transfer the Zeffy deposits monthly.
- Parliamentary
 - New year, new me!
- Thrift Store
 - Previous Thrift Store Chair’s personal info is in as back up to thrift store email. Unsure if we will be able to recover this email
- Charitable
 - None
- Publicity
 - Nothing turned in.
- Membership
 - Social kick off
- Cinderellas’ Closet
 - None
- Auction
 - None
- Scholarship
 - Nothing turned in.
- Socials
 - Nothing turned in.
- Advisor
 - Nothing turned in.

New Business

- President
 - Welcome new board members
 - New Membership/MSD table display
 - Joint table cloth with logo - purchased by thrift store from Crystal.
 - Ron - Possible banner from Pepsi.
 - Would like to order pens and a permanent tri-fold display.
 - Gets quotes - Brittany
 - Update tri-fold and membership application on Canva.
 - New membership paper application
 - Needs to be updated.
 - Binder passed out to members needing theirs
 - All passed out with exception of Auction.
 - Merch
 - Yes, T-Shirts, hats, crew neck sweatshirts (Maybe?)
 - Order tablecloths
 - Black table cloths

- Vice President
 - Silent Book Club: Megan King
 - Wine Club: Lainie Norman
 - Laugh & Craft: Michelle Tuson
 - Brunch: Michelle Tuson
 - Toddler Town: Kate Davidson
 - If anyone else wants to start one, let me know!
 - Have something put together for the upcoming social.
 - Small display or sign up.
 - The flyer needs to be made by the 1st of the month. Let Megan know when and where they are scheduled for.
 - POC's are already assigned as admins in facebook groups. Make sure any requests are current members.
 - Double check those coming to mini clubs are current members.
- Secretary
 - Still working on getting all keys accounted for.
 - Received list, will update google drive.
 - Board reports will be due the Sunday afternoon prior to the week of our board meetings, I will do my best to get a reminder out.
 - Folders with a template will be built this week.
 - Please send all password changes to m.
 - Send verification that the backup has been changed to the president's email.
 - Treasurer and Thrift Store working on their back ups.
 - Want to establish a process to know who needs passwords.
 - Will get permission from the president to give out.
- Treasurer
 - Check request voucher - how to make user friendly.
 - Google Doc and paper form
 - What line item for membership stickers?
 - Add line for membership gift.
 - Scholarship check reissue.
 - Got student ID, check will be reissued and dropped to Great Falls College.
- Parliamentary
 - Created and printed new nameplates
 - Read through updated Constitution and By-Laws
 - Available on google drive.
 - Printed updated C&BL
 - Updated Roster on Google Drive
 - Update bylaws on website to 2025-2026.
 - Signed constitution and by-laws along with roster needs to be taken to the private org office.

- Civilian equivalent wording in by-laws.
 - Checking what other clubs due - Lainie will let us.
- Amendment to bylaws.
 - Redefining general memberships and honorary members.
 - Looking at GS and NAF.
 - Civ- Airs & MAC moved to general membership.
 - Megan motion & Kate Second.
 - Vote unanimous.
- Thrift Store
 - Currently having parliamentary review the Thrift Store Constitution and bylaws so updates can be made since we had to postpone in the spring.
 - Hope to have ready for the October meeting.
 - Summer sales have been amazing. We've had a great team of volunteers who have really stepped up to keep the store running all summer.
 - I will be out of town to take my daughter back to college and then go help in Mississippi with my grandson during the birth of my new grandson. I'll be gone approximately 5-6 weeks but have ensured proper training and coverage in my absence. I will still be handling the books, sales, numbers, etc. from afar and will stay engaged with daily running of the store.
 - Would like to discuss the idea to involve squadrons and in turn donate money to their booster club to help us and help them - Business is booming.
 - Leanne motion & Liz second.
 - Vote unanimous.
- Charitable
 - Donating \$150 to 5% for Airman's week activities.
 - Working on new Google form for orgs to ask for donations. Will pass on to exec board to look over and approve or deny.
- Publicity
 - Nothing turned in.
- Membe
- We are beginning the year with 46 members *SNAPS*; HUGE shout to the Thrift store for this.
 - New membership form.
 - First week of September.
- Cinderella's Closet
 - We have a new co-chair, Casey Luizzi!
 - Picture inventory.
 - Change form
 - Request of funds to dry clean.
 - Reaching out to National for a deal.
 - Will try other cleaners.
- Auction
 - Would like to get a co-chair.
- Scholarship

- Nothing turned in.
- Socials
 - Social for September, vote on moving it to the 13th since the 6th is the AF Ball and people will be doing hair and nails. I will also be working.
 - Moving to the 13th of September. Location to remain the same, no water toys needed. Time 11-2.
 - October social
 - 11 October
 - Murder Mystery.
 - No cap on participation but need reservations.
 - Walking downtown.
 - Charcuterie cup.
 - 3-5:30pm
 - November Social
 - 13 November, 5-8pm
 - Friendsgiving
 - Grizzly Bend
 - Members are free, open to outside participation for \$5-\$10.
 - December Social
 - 11 December, 6-8pm
 - White Elephant/Thrift store exchange (\$5.00 limit)
 - Snacks
 - Members Only
- Advisor
 - Nothing turned in.

Reimbursements

Adjournment

Meeting was adjourned by the parliamentarian at 7:55 pm.

Signatures

Minutes submitted by:
Brittany Borgford

Minutes approved by:
Leanne