## **MCAMC Executive Board Retreat 2024-2025 Minutes**

## **June 1, 2024**

Location: Stacy Taylor’s House, Conroe, TX

Attendees: Lorraine, Lisa, Lawren, Dina, Marsha, Jennifer, Dana, Stacy, Christine, Sonya, Cara

I. Call to Order by Stacy at 9:26 am

II. New Business

a. Introduce new Board Members

b. Board email addresses and websites from Federation

c. Board Reports - due the Monday prior to our Board meeting each month (first Thursday of the month at 6 pm).

d. Club Shirts - Selling them online with Cheddar Up– Preorder only beginning June 3rd.

e. CC Creations gift card- will be available to pick up early July

f. Community Center is booked for monthly meetings, on the third Thursday, through 2024 (need to book 2025 when availability opens in August)

III. Treasurer’s Report - Dana

a. Current Balance as of June 1, 2024: $20,029.24

b. Need to improve future expense planning by submitting receipts and recording expenses by Category.

c. Check request form now asks for a budget category.

d. Expense Review: Discussion of adding a pass-through lines in the budget,

e. Expense Review: Book Scholarship removed

f. Expense Review: Howdy increased to $1500 to cover event cost

g. Expense Review: Canceled Sam’s Club

h. 2024-2025 Planned budget at end of period is $6,200.

i. Motion by Lisa to add Federation Endowment line to budget

i. Seconded by Jennifer

j. Discussion of Storage Unit

k. Motion by Dina to increase craft line item to 1,000 for bracelet

 i. Seconded by Jennifer

l. Rough Draft Budget

i. Motion by Dina to approve budget and Dana will send the final budget via email

i. Seconded by Lawren

IV. Hospitality Report - Dina – Howdy Party Update

a. Planning Walk-through Week of June 2nd

b. Vendor Setup: Ready for guests at 11:30

V. Social Report – Marsha

a. Proposed Locations for Happy Hours: Moonshine, Kirby Ice House, & Sawyer Park

b. Proposed Happy Hour Dates: Sept 24th, Nov 13, Jan 30, Mar 27

c. Field trip ideas, small group connections, ice breakers, poll feedback

d. Connect with Juvy for Happy Hour help

e. Christmas Party: Dec 5 (location TBD)

VI. Membership Report - Jennifer

a. Dana and Lorraine have set up cheddar up, testing the site.

b. Cheddar Up: New members complete form then submits membership payment

VII. Fundraising Report - Sonya

a. Kendra Scott attending Howdy as vendor

b. Dec 21- Kendra Scott Event In store and online event

c. Kendra has potential to do 2 more additional fundraising events

d. Round Top Fundraiser in October

e. Southwest Raffle tickets fundraiser- Sonya will provide tickets, good from May 1st 2025 for one year, rally up for Raffle tickets. Start advertising with the club on Jan 1st 2025.

VIII. Lunch Bunch - Sonya

a. Proposed Locations and Dates: Black Walnut (Oct 2), Torchy’s Research Forest (Nov 8), Bella Green (Jan 13), The Kitchen (Feb 4), Flower Child (Apr 10)

b. Times: 11:30-1:30

c. Sonya will send Amy info to connect for lunch bunches with Marsha

IX. Social Media Report - Lorraine

a. Lorraine will update the website with Board Photos

b. Cheddar Up is ready to go

c. Will promote Howdy as summer social, t shirt and membership on site

d. Has the updated board contact list

e. Minutes from board meetings will be on website

f. Sponsor list for website

g. Reviewed the poll results for invites and communication, loved the monthly newsletters and evite reminders

X. Programs update - Lawren

a. Speakers- September- Author Stevon, October- Spooktacular, bingo, prizes, November 21st- John Comstock (last Aggie pulled from the bonfire), January- Opas Opera and Performing Arts Society, Feb- Bracelet Craft, March- Career Center, April- Maybe no Speaker, social hour, end of the year party

XI. Secretary Report - Cara

a. No updates

XII. Parliamentarian - Lisa- Survey Results

a. Repeated feedback, more service projects- 12th can, angel tree, big event style service, Corp of Cadets holiday bags, etc. more ideas for service.

b. Putting an email out for new committee chairs- Service Chair, Historian- photos at events, Corp Mom, Craft Mom, Mentor Moms

c. Mixing up the table seating to break up groups and create more social opportunities.

d. Board members- committee members fall under a board roll- then they get committee reports to share with the board.

 XIII. Good bag update - Lyn & Tammy

1. Reviewed Goodie Bag items, discussed if we are selling fall and spring at howdy
2. Using CC creations for good bags
3. Fall- two bag set options, third water bottle, bento box, tote bag, four water bottle with umbrella- the chairs preferred the white bag with neck pillow, travel tubes, umbrella.
4. Spring- summer towel (check on bleeding), watertight bag, sunglasses set, ball
5. Lisa motioned for board voted on style of bag, and items we liked
6. Sending an email out to members to see what the goodie bag is and how to buy them
7. We sold 170 last year but we bought 10 extra. Planning on similar quantities this year. Will say subject to availability on the specific items.
8. Sonya to motion to move forward with both bags as presented by goodie bag chairs
	1. Lisa seconded the motion

IX. Adjournment by Stacy at 3:25 PM

Next meeting date is September 5, 2024

Approved by: *Cara Payan*

Date: June 17, 2024