

## ASGK MEETING MINUTES

**20 NOV 2024**

Attendance: Christine Boyd, Nikki Heil, Katie Stewart, Tiffany Meyer, Jessica McCoy, Kelsey Willis, Kristin Anderson, Lisa Campbell, Mellissa Monroy

Meeting commenced: 18:06

### PRESIDENT/VICE PRESIDENT:

- **THANK YOU everyone for all your hard work the last month+ with Polish Pottery, Zombie Run, and Foggy Fields (all within a 2 week period). They were all successful because of all our combined efforts! THANK YOU!**
- Thanks also to those who were able to help with the closet move! We're currently spread across 2 garages and a breezeway on GK. Hope to be able to inhabit some permanent space by mid-December.
- Meeting with Col. Keeton about private org status
  - We are still registered under the AFI but USAF can't take responsibility for or sponsor a private org.
  - **Recommended maintaining US status but also pursuing NATO.**
  - Leadership will have a PO-wide meeting at some point to instruct all POs on AFI provisions, private org structure, and registration process on GK.
- Process started for us to become an official NATO Club on GK.
- Hoping for a meeting with base leadership soon about future of FF
  - Would like to have numbers and info from this year organized to present
- Do we want to sell ASGK Christmas mugs (leftover from last year) at either of our next 2 monthly events? Could do Glühwein or hot chocolate (with spiked option)? I think the only opportunity we would have is at the Nov event since we can't sell anything at the HUB during Dec event (Andrea correct me if I'm wrong).
  - **Plan to sell at Nov event. Possibly Dec event stuffed with to-go options.**
- **Spring Bazaar - March 21-22 at the ICC**
- **Planning tabled for later discussion**

- Interest from several FF vendors. Have a flower bulb vendor who is also interested.
  - Last year we charged €50/booth fee - do we know if this covered our costs?
  - Attendees: 165 over 2 days - AAR from last year said we should've advertised more to the general public
  - Profits: €1440 from Polish Pottery
    - €210 from raffles
    - €787 from vendors
  - Do we want to invite private orgs for food?
    - Could also invite community food vendors OR pair a private org with a community food vendor
- **Foggy Fields 2025** - Nov 14-16?
  - **Originally proposed Nov 7-9 to vendors.**
  - Kaiserslautern has Nov 7-9 - Veteran's Day weekend.
  - Could be to our advantage to have it a different weekend since people typically travel over long weekends. Doesn't seem to conflict with other 2025 bazaars unless anyone knows of any in addition to these.
  - **Plan to reach out to area bases like Spangdahlam and Wiesbaden to ask about dates.**
  - (from BEEing Pure website and email from Frank's Antikhaus):
    - Feb
      - 14-16 Kaiserslautern
      - 21-23 Naples Italy
    - March
      - 7-9 Kaiserslautern
      - 14-16 Wiesbaden
    - May
      - 1-4 Stuttgart
    - Jun
      - 6-8 Kaiserslautern
    - Sept
      - 12-14 Ramstein
      - 26-28 Stuttgart
    - Nov
      - 7-9 Kaiserslautern
      - 21-23 Ansbach

- AWAG - I think new Foggy Fields Chair would benefit greatly from going. Do we have enough to send 4 again this year, possibly 5 depending on the new board?

### **TREASURER:**

- USD account \$2,860.51
- EURO account €28,303.08
- Foggy Account - €9,134.57
- Cash Box €2926.24 & USD \$250
- SumUp €1031.69
- Totals: €41, 395.58 and \$3,110.51
- FF: Vendors final invoices will be done by the end of next Sunday. Tables & chairs invoices paid **€99.2K in vendor sales & €945 total** for both **€670 for kids corner & €275 for Santa photos.**
- All FF sweaters have been paid for.
- **Zombie run €111.75 profits .**
- Need to update SumUp with current sizes in stock.
- All reimbursements have been sent or ready to be given out.
- BEEing Pure gave me 2 t-shirt \$\$ - do we have an expected date when the new shirts will be in?
- Uploading the receipts is a lifesaver, please remember to include what it is for.
- No new funding requests.
- Foggy Fields & our Euro account got a bit mixed up. I will be settling it out & making sure to separate the funds correctly.

### **PARLIAMENTARIAN:**

- By Laws still need to be sent out. **Will be up for one month before approval. Then will take to Ed Carter to be disseminated.**
- Because of us not being a PO through the 470th any longer, I am not sure who we need to have sign it. They are updated just need to have legal look and give final say on who will be signing the by laws.

### **PUBLICITY:**

- No updates
- Christine:
  - Do we have a flyer for December event (Dec 4)?
    - **Will be created and posted ASAP.**
    - **Create a google form.**
  - Should we start working on Jan event flyers before everything gets too crazy for Christmas? Have we already?
    - **Publicity requests a list from hospitality of themes and dates so the flyers can be created well in advance.**
  - Might be a good idea to get a jump on Spring Bazaar flyers and start brainstorming advertising, especially to general public.
    - I'm friends with several of my neighbors and could post on my personal and neighborhood community FB page. Maybe others could as well?

### **HOSPITALITY:**

- No updates
- **Questions on Dec childcare? Do we need to ask Sheila for availability. Yes**
  - **Do NOT add childcare available on flyer. Personally contact those who fill out google form for childcare. Make sure the google form does not state payment required for childcare.**
  - **Can we take money for raffles- if not, need to put in a fundraising request ASAP.**
- Christine: What's on the docket for January? Do we have dates for 2025 monthly events?
  - Is there a Google form set up for Dec event?

### **MEMBERSHIP:**

- We still need Katherine Estrada to complete membership form. If she goes to bunco, let's please try to get her to complete on the spot. **Completed.**
- New member from newcomers orientation (Addy Staton). Payment via Sum-up & form completed! Thanks everyone for helping me while I focus on my new adventure.
- Total of **75** members.
- Current old shirt inventory: Black: S-5; M-2; XL-3; XXL-1 Gray: XL-1 Very Old AWACS Gray: L-1

- Need to print only 1 badge out, will send to Christine later this week to have ready for bunco. Do we want to sell old shirts for bunco? Initially we had said no to push new shirt sales. If you want them, let me know so I can get to Tiffany M. **Yes, Nikki will pick up.**

### **SCHOLARSHIP:**

- No Scholarship updates.
- Zombie Run:
  - We had 53 runners/zombies show up!
  - 27 did not show up, probably due mostly to the flu line being so long. **Look into timeline change for next year.**
  - AAR items -
    - Route was great, could lead straight to trunk or treat if in same location next year. **Next year be sure to include a map in the information packet as there was some confusion this year.**
    - Andrews commented about it being a well attended event, they could be easier to get to commit to a sponsorship next year.
    - Next year, need more volunteers for before and after event for set up/tear down.
    - Advertising what exactly is a zombie run/how it works when putting out flyer and sign ups.
    - Biggest issue was timing since the flu line took longer than expected and trunk or treat backed up into the run so we will work to change this next year. Overall, it was a wonderful event and thank you to everyone who volunteered their time in one way or another. Please complete AAR :)

### **VOLUNTEER:**

- **Shelia is booked for Nov event with 2 high school volunteers.**
- **New contact information for club sponsors has proven to be more effective in our volunteer search.**
- Christine:
  - Volunteer of the quarter nominations?
    - **Christine**

- Volunteer of the year nominations?
  - Christine
  - Team ASGK

### **HISTORIAN:**

- No updates

### **FOGGY FIELDS:**

- Working on After Action meeting. Potentially Nov 24 lunchtime?
- Originally presented Nov 7-9 but conflicts with ROB and Veteran's Day weekend. Still seeking 2025 dates.

### **SPECIAL EVENTS:**

- With the success found at Andrews, look into donations from Community bank for future events like zombie run etc.
- Don't forget to enlist members for help in a committee setting for events like the Spring Bazaar.

Meeting Adjourned at: 19:15