

## Chapter Executive Committee

November 28, 2023

12:00 WebEx

Attendance: Aaron Libbert, Mark Runyan, Tracy Farris, Vandee DeVore, Jamie Pine, Whitney Pickerell, Sara Hagenhoff. Not in attendance: Rachel Hogrefe, Bob Snyder

### **President/President Elect**

President called the meeting to order.

Aaron gave an update on the November 16-17, 2023 PDT. The event was successful and feedback has been positive. The board discussed purchasing a laptop. Aaron will reach out to National about the availability of a grant.

The board discussed registration options for the Salvation Army bell ringing community service event. Mark will update the website so there are one-hour and two-hour shifts available.

Whitney worked with the board to review Chapter ACE Tracking. Tracy and Mark will work on updating our Secretary of State registration. Jamie and Tracy will follow up on the Chapter financial review.

### **Secretary**

The board discussed how to track member participation points for donations. A motion to approve the October meeting minutes was made, seconded, and approved.

### **Treasurer**

Tracy went over the October 2023 financial statements. A motion to approve the statements was made, seconded, and approved. Tracy will submit a request to National for a matching donation to Wreaths Across America. Tracy shared that Star Chapter is increasing its fees, effective January 1, 2024. We will discuss a budget amendment next month.

### **NCC Representative**

Aaron joined the November 1, 2023 NCC meeting in Mark's place.

### **Communications**

Vandee will send out the Winter newsletter on December 1, 2023. Sara will send the updated membership participation tracking sheet so she can include an update.

Vandee will work on updating scholarship documents for next year. She will send instructions to the people who signed up for Salvation Army bell-ringing community service event scheduled for December 9, 2023.

### **CGFM**

No update.

**Education**

Mark sent out information on the upcoming Risk Management webinar to be held December 13, 2023.

**Membership**

No update.

**Community Service**

No update.

**President-Elect**

No update.

**Accountability**

Tracy submitted the CCR but has not gotten any feedback.

**Announcements**

A motion to adjourn was made, seconded, and approved.