



**MINUTES**  
**CHAPTER MEETING**  
**September 28, 2023 – 10:00 A.M.**  
**Chapter House North**

**CALL TO ORDER**

- Meeting called to order by President Kelly Bocanegra at 10:00 A.M.
- Flag Salute – led by Debbie Mansfield
- Permission to deviate from the agenda was approved by general consent.
- President's Remarks
  - Introduction of new member Debbi Knight.
  - Fun facts about the color pink
- Minutes: The August 24, 2023 minutes have been approved electronically. The proofreaders for this month's minutes will be Peggy Linberg and Christy Bruce.
- Host Committee for September was acknowledged.
- Educational Minute: "What is Direct Mail" was presented by Direct Mail Chair Laurie Milhiser.
  - We will be stuffing envelopes for Direct Mail on Wednesday, October 11, at 10:00 a.m. in CHS.
- Monthly Highlighted Committee, Operation School Bell® Closet, was presented by Committee Chair Sue Goding. Sue introduced the OSB Closet members and explained how OSB Closet works with Chaffey Joint Union High School District to serve students in need.

**BOARD AND COMMITTEE REPORTS**

**Treasurer Cindy Reilly**

- Members were given a copy of the Monthly Statement of Activities Summary and Balance Sheet as of August 31, 2023.

Report on file

### **Vice President Membership Sue Geddes**

- Our total voting membership is now 114 which includes 13 new members joining after June 1, 2023 of the new fiscal year (3 of those in the past month) and 1 resignation.
- August volunteer hours are 2,947 reported by 85 members. The total includes 340 Assisteens® hours (June, July, August) and 24 nonmember hours.
- 67 members attended our August Chapter meeting.
- September 30 “Let’s Get STARted” Social is coming along. More detail on that and the December Luncheon to come in Announcements section of the Agenda.
- Our Monthly Host Committee Coordinators will continue to take sign ups today for future host luncheons.
- Members who joined Assistance League in the month of September were honored.

Report on file

### **Vice President Philanthropic Programs Toni Mueller**

#### **AL Bear: Chair Linda Combe**

- Committee members have been busy updating information from the agencies that we service.
- Committee members will be contacting Montclair Hospital to see if they are interested in receiving bears.
- Kaiser is requesting to receive 2 boxes of bears each month.
- There are 12 boxes of bears remaining on our shelves.

#### **Operation School Bell Closet: Chair Sue Goding**

- We are continuing to collect books for high school age students. If you have books to donate after September’s meeting, you may give them to Sue Goding or Mary Andrew.
- Chaffey Joint Union High School District will be having a job fair in October, so we provided two bins of job interview clothing for the students. The clothing was taken from our Thrift Shop items we would have given to Waste Not.

#### **Fostering New Beginnings: Chair Sue Smith**

- Committee members will be shopping in order to have 10 move-in kits ready and on our shelves.

**Waste Not: Chair Chris Shovel**

- The Heart of Jesus – 271 bags and 36 boxes
- Santa's Inc – 4 bags and a bike
- Animal Shelter – 2 bags

**Operation School Bell Dressings: Chair Toni Mueller**

- We have held 4 Operation School Bell Dressing events.
- We have dressed approximately 115 students each night.

All Philanthropic Program reports are on file.

**Vice President Resource Development Karolyn Bragg**

**Thrift Shop:** Nina Jelinek Chair

- The month of August, 2023, the Thrift Shop has earned \$31,530 after taxes and before expenses. Year to date revenue is \$86,460 compared to \$90,837 last year.
- September has proven to be a profitable month as we move towards our goal of \$350,000.
- The new [alfconlinethriftshop](#), our eBay site name, is close to going live. The projected start date is mid-October.
  - Julee Barry is the lead member.
  - The committee consists of: Patti Byrne, Christine Ervin, Kathy Heath and Debi Nichols.
  - They are preparing items already in inventory and researching the best ways to do the mailings once items are purchased.

**Annual Fund Raiser:** Linda Combe-Ellen Ponder Co-Chairs

- No report. Linda and Ellen will be presenting their progress and needs under announcements.

**Direct Mail:** Laurie Milhiser Chair

- Year to date revenue before expenses is \$10,100.
- Laurie Milhiser presented earlier on how important Direct Mail is to the overall progress towards meeting our budgeted plans for our Philanthropies.

### **Grants and Donations: Cindy Hall Chair**

- Year to date our grant total is \$2,521.
- Chair, Cindy Hall, is researching dates when local grants are open and when they are due.
- Her team is dividing up the application writing process and hoping for a great year.

All Resource Development reports are on file.

### **Chair of General Services Patti Nonemaker**

#### **Buildings:**

- We replaced a second HVAC unit in the Thrift shop on September 11. As reported last month these units are 25 years old, and we unfortunately can expect the other 3 units may have to be replaced in the future.
- Owen Electric replaced the light sensors on two of our outdoor lights that were painted over during the summer painting project of our buildings.

#### **Grounds:**

- Unfortunately, the tree trimmers truck clipped the electronic entry gate as they drove through on Friday of Labor Day Weekend. Miraculously the repairs were able to be made on the following Tuesday.
- Cucamonga Water district was notified that we had a leak at the meter. It was repaired quickly at no expense to us.

Report on file

### **Liaison to Assisteens® Wanda Courey**

- Assisteens Governing Body and General Membership met September 5<sup>th</sup> and 11<sup>th</sup> respectively. Kelly Bocanegra was our guest speaker.
- Governing Body discussed first meeting and effectiveness of crews and ice breakers. Incentives for attendance and Assisteens notebooks. Continue with name tags.
- Governing Body discussed Assisteens contribution to the Holiday Boutique and decided on "Self-Care" Tree.
- Fifty Assisteens were in attendance at the September meeting. Most of the teens have signed up for Remind.
- Sergio Zapata was chosen as Assisteens of the month.
- Fostering New Beginnings Committee will be shopping for supplies soon.
- Teens will be volunteering at Operation School Bell.
- Thrift Shop – Assisteens continue to volunteer 3 Saturdays a month.

- WeCare committee met after General Meeting and discussed activities for the year which include Coy Estes Senior Apt. residents, Hope Through Housing, adopting families for the holiday from the community we serve, and others.

Report on file

**Chair Strategic Planning: Sue Goding**

No report

**UNFINISHED BUSINESS**

None.

**NEW BUSINESS**

None

**ANNOUNCEMENTS**

- Thrift Shop Sign – ups: Toni Mueller let us know that instead of 4 people there will be 6 people working the Thrift Shop on Tuesday and Wednesday the first 2 weeks after the Christmas items are put out on the floor on October 31. The dates are October 31- November 1 and November 7 and November 8.
- Annual Fundraiser Holiday Boutique Donations: Ellen Ponder and Linda Combe announced that the last day for gift card donations will be October 9. There are still some open spots for volunteering at the Holiday Boutique.
- September Social: Sally Hogan and Marilyn Olson reminded us that Saturday, September 30, is the date of our September Social. It will be held at the home of Chita and Paul Johnson from 5:00 – 7:30 p.m.
- Our Annual Holiday Luncheon will be held on Monday, December 11, 2023 at 11:30 a.m. at Sycamore Inn. More information to follow.
- Ellen Ponder updated membership on the Monthly Host Committee sign-ups. There are still some vacancies for March and April.
- Sue Zajicek announced that there are several dates in October that need additional volunteers for Operation School Bell Dressings.

- New member Donna Heebner was introduced by President Kelly Bocanegra during lunch.

**The meeting was suspended at 10:55 a.m. for our guest speakers.**

- Brianna Contreras and Sylvia Munoz, who are guidance counselors with Chaffey Joint Union High School District, were our guest speakers. They, along with Ernest Marquez, work with a program called “At Promise”. They work with students and families in need. They are currently working with about 3,500 students. We partner with them through OSB Closet and Sue Goding on our end.

**The meeting resumed at 11:20 a.m.**

- Thrift Shop Chair Nina Jelinek presented information on Thrift Shop Protocol. She also offered to do cash register training on Thursdays and Fridays for anyone who is interested. There will also be a Thrift Shop Sales Force Meeting on Monday, October 2, at 10:00 a.m. in CHN.

**CALENDAR**

- Next Chapter Meeting: Thursday, October 26, 2023, in Chapter House North - Social at 9:30 a.m. and meeting at 10:00 a.m.

**ADJOURNMENT**

- The meeting was adjourned at 11:25 a.m.

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President Kelly Bocanegra

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Secretary Debbie Gunderson

Chapter Meeting Minute Proofreaders:

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Member Peggy Linberg

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Member Christy Bruce