



MINUTES
CHAPTER MEETING
November 16, 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 Rachael Fuerte
- Permission to deviate from the agenda was approved by general consent.
- President's Remarks
 - Code of Conduct reminder
 - New members Pat Trezza and Linda Mylar were introduced.
- Minutes: The October 26, 2023, minutes have been approved electronically. The proofreaders for this month's minutes will be Debbie Mansfield and Cindy Hall.
- Host Committee for November was acknowledged by Linda Combe.
- Monthly Highlighted Committee: Fostering New Beginnings was presented by Laurie Milhiser.
- Wanda Courey presented an Educational Moment about the history of Assisteens.
 - Member Marilyn Olsen, a former Assisteen from our chapter, shared some of her memories.

BOARD AND COMMITTEE REPORTS

Treasurer Cindy Reilly

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

Report on file

Vice President Membership Sue Geddes

- Membership consists of 115 voting members, 109 voting and 6 life voting. We have a new member joining to be effective Dec. 1 with Orientation scheduled next week. I did a tour this morning with another prospective member, friend of Ellen Ponder.
- Thank you for being diligent on reporting volunteer hours. October to date had 2,972 hours from 89 members and included 43 non-member hours. Assisteen® hours not yet calculated. Update for September is 3,393 hours from 94 members including 463 Assisteen® hours and 34 non-member hours.
- 65 members attended the October chapter meeting.

- The luncheon host sign-ups for the chapter meetings are filled with the exception of March and April. Please think about that if you are not already signed up for a month.
- Our Holiday Luncheon is planned for December 11 at the Sycamore Inn. Sally Hogan and Marilyn Olson will be giving you more information later in the meeting and will be collecting reservation money.
- Monthly Service Recognition for the months of November and December is as follows: (See attached)

Report on file

Vice President Philanthropic Programs Toni Mueller

AL Bear: Chair Linda Combe

- Fontana Medical Center Pediatrics department shared the following article which was included in their newsletter.
 - For over 20 years, The Assistance League of the Foothill Communities (ALFC) has donated teddy bears to our Fontana Medical Center Pediatrics department via its “Bear Everywhere” program. Most recently, we were proud to partner for another year of teddy bear donations for our hospitalized patients needing comfort.
 - It has been our pleasure to provide bears for the young patients at the Kaiser Permanente Fontana Medical Center,” says Linda Combe, Chairman of the Bear Philanthropic Program, ALFC. “Our goal is to bring comfort to children who are facing trauma or challenges in their lives.”
 - A special thanks to Sandee Hernandez, Child Life Specialist, Pediatrics, who coordinated the distribution of bears across the Pediatric units and the transport team, who helped distribute bears to children brought in by ambulance. Together, we’re bringing smiles to our patients, one teddy bear at a time!
- Chair Linda Combe negotiated with the company from which we purchase bears. She was able to get a lower price! She ordered a new shipment of bears at the cost of \$3894.00. \$4,106.00 was spent on the previous order which means the AL Bear budget of \$8000 has been spent. Linda is hopeful that this new shipment will last until May 2024.

Operation School Bell Closet: Chair Sue Goding

- Books, packaged with Christmas socks, cookies and a bow, will be delivered to Closet in early December.
- We received \$3740 in Kohls Cash at the last OSB Dressing which will be used by OSB Closet will also receive half of the Kohls Rewards money that we received on November 1st.

- The Closet committee “elves” have been very busy shopping. The following items will be delivered to Chaffey District Closet in the next few weeks: 100 flannel pj bottoms, 200 Christmas socks, flannel shirts, tee shirts, men’s jeans, women’s leggings, cardigan sweaters, underwear and socks. All of these items were paid for by the Kohls cash and rewards.

Fostering New Beginnings: Chair Sue Smith

- The committee met on November 7th and packed 10 move-in sets. Aspiranet will be picking up the kits and they should last until January.

Waste Not: Chair Chris Shovel

- October Donations: 65 boxes and 148 bags

Operation School Bell Dressings – Chair Toni Mueller

- Fall 2023 Overview
 - 13 Dressing Events
 - 1546 students dressed
 - \$157,001.70 ALFC money spent at Kohl’s
 - 63 members participated in the dressing events.
- Remaining Budget: \$9,329.82
- Remaining Kohls Cards: \$13,988.29
- We received \$3740 in Kohl’s cash at the last dressing. That was used by Closet to purchase Christmas pj bottoms.
- We received Kohl’s rewards for October which was generated from our October dressings. It is in the amount of \$3955. The rewards Kohl’s cash will be shared by Assisteens for their Christmas families and OSB Closet.
- The Operation School Bell Executive committee met on Tuesday, November 14th. A discussion was held regarding our remaining budget. The committee is recommending that we do not hold School Bell dressings in Spring 2024. The remaining Kohl’s cash will be used for emergency dressings through the end of the school year in May 2024.
- Toni shared about her visit to Santa’s Inc.

All committees reviewed their Strategic Plans and the information was shared with Strategic Plan Board Member- Sue Goding

All Philanthropic Program reports are on file.

Vice President Resource Development Karolyn Bragg

Thrift Shop – Nina Jelinek Chair:

- The month of October, 2023, the Thrift Shop has earned \$30,994 after taxes and before expenses. Year to date, our revenue is \$148,193.
- FYI – for the first week in November our revenue was almost \$13,000 with \$3200 on the day of the Boutique.
- Thrift shop will be closed from December 19 through January 1. Deep cleaning will take place.
- eBay committee has been busy writing up items to put on the eBay site. They are waiting for Julee’s administrator approval and then they can go live. We have been granted non-profit status.

Annual Fundraiser – Linda Combe Chair:

- Year to date revenue for the Boutique is \$28,504.
- Boutique sales: \$9625.
- Raffle sales: \$3070.
- Donations: \$15,809.

Direct Mail – Laurie Milhiser Chair:

- Year to date revenue before expenses is \$12,805.

Grants and Donations – Cindy Hall Chair:

- Year to date our grant total is \$5021.
- Received in October was \$2500 from the Edelstein Foundation.
- US Bank Foundation was \$21.
- Grants have been submitted to: Costco, Aldi, Cardenas Market and The Ontario Community Foundation. Cindy is working on the Albertson grant.

Strategic Plan: Sue Goding Chair Mid-year report turned in. On target.

- Phyllis Shainberg was acknowledged for the years she has spent writing tax letters. Sharon Henish is taking over that position.
- All Resource Development reports are on file.

Chair of General Services Patti Nonemaker

Buildings:

- Two plumbing issues were accomplished this week. The sink in the women's CH bathroom that was not draining required a descale of the line to the sewer which was successfully completed on Monday. We were very happy that the camera view during the process did not reveal any additional, and more costly problems.
- Yesterday the toilet and urinal in the men's bathroom in the CH were removed due to sewer odor. The flanges were checked for damage and then rewaxed to complete the seal.

Grounds:

- The Board has decided to proceed with the complete resealing of our parking lot which includes hot rubberized crack fill, parking lot seal to all asphalt and repainting parking stalls and pavement markings.
- The tentative schedule, weather permitting, to do the work will be Nov. 24-26 during our Thanksgiving closure. Please do not plan on having access to the property until Monday the 27th.

Report on file

Liaison to Assisteens® Wanda Courey

- Assisteens Governing Body and All Members Meeting met November 6th and 13th.
- At Governing Body Meeting Chairperson Arya Patel led discussion about the last General Meeting including effectiveness of crews and ice breakers. We will continue with name tags. Laurie Milhiser spoke at the General Meeting. As a member of AAUW she invited the teens (females) to be part of a virtual program about public service.
- Most of the teens have signed up for Remind. Volunteer hours for October were collected at the November General Meeting. Updated September hours were 484.5. Grace O'Bannon was chosen as Assisteens of the month.
- Many of the Assisteens volunteered at Operation School Bell. Teens will shop for Fostering New Beginnings soon. They also volunteer 3 Saturdays a month at the Thrift Shop. The Boutique "Self Care" tree was purchased. Five teens assisted with the November 4th event.
- WeCare Committee: Assisteens assisted with Coy Estes Anniversary on October 28. Thanksgiving goody bags were packed and delivered for 40 Coy Estes residents. Goody bags contain a Stater Bros. gift card for \$25, a succulent plant and a KIND bar. For Hope through Housing we purchased 50 pumpkins and a variety of candy and treats for Halloween goody bags and for resident children. Assisteens will be adopting 7 families for the holiday from the community we serve. Families have been selected. There are 23

children. If you would like to help with the individual stockings for the children please let me know. There is a \$50 max please. Teens will be shopping for families on December 2, wrapping gifts on December 4 and delivering on December 10.

Report on file

Chair Strategic Planning: Sue Goding

- The following report is a midyear update on the progress made on the actions and goals set forth by our 2023 – 2024 Strategic Plan.

Board

- We have had information and discussions about developing leaders at monthly Board Meetings. National board Training Modules have been used.
- Committee Chairs have received guidance and support. This will be ongoing. Board members receive monthly reports and attend committee meetings.
- In order to provide information on committee positions, each month at Chapter Meetings a committee is highlighted. Also, Educational Moments have been provided.
- At monthly meetings Board members report to membership the accomplishments their committees have made.

Membership

- Eight new members have joined bringing our membership to 115. A recruiting event will be held in Spring 2024.
- In order to retain membership, a social event was held in September of 2023. Cards have been sent to members with special thoughts and sentiments.

Philanthropic Programs

- Al Bear- Bears have been delivered to agencies and will continue as needed. Due to the budget, it was decided not to add a new agency.
- Fostering New Beginnings- 10 move in kits have been delivered and new kits will be prepared as needed. Due to the budget, it was decided not to add a new program.
- Operation School Bell® Dressings- 13 dressing events have been held and provided new clothing to 1,548 students. It will be decided in Nov. 2023, if there are sufficient funds to

hold dressing events in Spring 2024. After consulting with the Grant Committee, it was determined the exit interview forms are only needed at the first dressing which was held on Sept. 14, 2023. Emergency Dressings will continue as needed. To date, two students have received emergency dressings.

- Operation School Bell Closet- Several deliveries of clothing and supplies have been made and will continue as needed within the limits of the budget. A book drive was held and books will be delivered in Dec. 2023. ALFC labels have been placed on all book packages.

Resource Development

- Thrift Shop- Revenue is ahead of last year by \$4,000. We are on track to meet \$350,000 goal. New members have made it possible to expand the number of members working in the Thrift Shop. Prices have been increased to keep departments in line with each other.
- Fundraising- Holiday Boutique was held on Nov.4, 2023.
- Direct Mail- Back to School Mailer has exceeded last year's income.
- Grants- The committee has expanded to three members. A list of grantors and dates submitted has been created.

General Services

- The board decided to discontinue renting our facility and a motion was presented to the membership in Oct. and will be voted on at the Nov., 2023, Chapter meeting.

Assisteens®

- Progressing on target with their strategic Plan.
- The Strategic Plan is on target in all areas. We are mindful of our goals and considering our budget.

Report on file

The meeting was stopped at this point. Jill from Ontario Elks presented a donation of \$1500 for our chapter. The meeting then resumed.

UNFINISHED BUSINESS

- Sue Geddes presented the motion to revise Standing Rule 7.06 regarding Chapter House rental. This was discussed at last month's chapter meeting and to be voted on today. The motion was approved.

NEW BUSINESS

- President Kelly Bocanegra discussed the qualities of leaders and informed the members that they will be asked to recommend some fellow members for leadership positions for the next fiscal year.
- Vice President of Membership Sue Geddes went over the Leadership Forms that were distributed. She also informed Membership that Karolyn Bragg, Patti Nonemaker and Debbie Gunderson served their terms and would not be eligible for those same positions. The deadline to turn in the forms is Monday, December 4, 2023.

ANNOUNCEMENTS

- Information about our Holiday Luncheon was presented by Sally Hogan and Marilyn Olson.

Invitation on file

- Nina Jelinek reminded us that the card and envelope for Yecenia is available for those who haven't had a chance to contribute yet.
- Toni Mueller said there are currently 2 slots available for the Thrift Shop: Wednesday, November 29 and Saturday, December 2 that need filling.
- Linda Combe and Ellen Ponder asked if anyone had suggestions for next year's Annual Fundraiser to fill out the card on their table and turn it in.
- Chita Johnson asked that the Hostess Committee for January meet after the meeting to plan.

CALENDAR

- December and January calendars are attached to agendas.

- Annual Fundraiser Evaluation Meeting will be held on Monday, November 27.
- Thrift Shop closed from Thursday, November 23 – Monday, November 27, 2023.
- Parking Lot to be closed for renovation from Friday, November 24 through Sunday, November 26. Please do not plan to be on campus those days
- Holiday Luncheon: Monday, December 11, 2023, at Sycamore Inn from 11:30 a.m. – 2:00 p.m.
- Thrift Shop closed for winter break on December 19, 2023 and will reopen on Tuesday, January 2, 2024.

ADJOURNMENT

- The meeting was adjourned at 11:50 a.m.

President Kelly Bocanegra

Secretary Debbie Gunderson

Chapter Meeting Minute Proofreaders:

Member Debbie Mansfield

Member Cindy Hall