**Optimist Board Minutes**

**Second Salem**

**December 14, 2016; 5:00 pm**

**Present: Kate Ksobiech, Susan Hiscox, Ken Ksobiech, David Halbach, Joyce Hutchison, Angie Alesci, Kim Adams, Janet Olson (Guests: Student interns – Rachel and Ann)**

**Absent: Lanora Heim, Brandon (Intern)**

1. The meeting was called to order at 5:09 pm by Presidents Angie and Kim
2. Minutes from November 7, 2016 were approved unanimously on a Kate/Susan motion.
3. Treasurers’ Report
	1. Review of Income and Expenses –
		1. Balance as of 12/9/16 is $7351.47. Outstanding expenses include a donation to the Family Emergency Fund and BWS expenses all totaling $2515.22. Balance after payment of these expenses should be approximately $4836.25.
		2. Youth Appreciation Week: Budgeted $1500, but with the change to a movie and bowling for our youth and no ice cream at the schools, the total was $865.
		3. Breakfast with Santa: Budget $2100. It appears that our total will be approximately $1950 after paying for doughnut holes. Santa suit: $108. Revenue = $2152 ($340 anonymous). We’ll be close to break-even.
	2. Dues are coming in as expected. $2200 collected; $450 outstanding
	3. Family Emergency Fund Check was presented at the 12/13/16 meeting.
	4. Toys for Kids Monies. This topic will be revisited in January.
	5. Purchase of Santa Costume—$108
	6. Football Ticket Taking Proceeds. It appears that we can expect approximately $1650 in ticket taking proceeds.
	7. Updating Signatures at UWCU and OI Account—Still Needs Action (Dave and Kim will handle this.)
4. Membership Report – lengthy discussion of best meeting times for Club. A poll will be conducted to determine club member preferences.
	1. Recent Guests
	2. NOW Meeting scheduled for February 1 has been canceled due to conflicts with school district events. Discussion of best time of year for NOW meeting ensued. Possibly plan for evening meeting (1/25) NOW meeting.
	3. $30 Under 30 Is All Set
5. Catered Meals—Updates on Attendance: The Board decided to continue with catered meals, but there is concern about having adequate numbers at noon meetings to cover this expense.
6. Review of Major Fall Projects
	1. Youth Appreciation Week: Successful event. Need to add “adults will be required to pay for admission to the movie” to the flyer.
	2. Breakfast with Santa (Including Care of/Storage of Costumes): Janet Olson will take care of getting the Santa and Frosty costumes cleaned and stored. The food cost less this year and we served approximately 760 people. Discussion of ways to improve photo printing/distribution will continue prior to next year’s event.

BWS needs better coordination which would follow the BWS checklist. Someone needs to monitor that all of the tasks are being done. Items to add to the checklist if not already included are: checking on the Santa suit, parking arrangements, high chair procurement, poinsettias, and banner.

* 1. Caroling at Fairhaven went well but more Club members would have been nice. Many student Optimists participated.
	2. Mitten Tree was successful.
	3. Toys for Kids is in progress, but appears to be going well.
1. Review Updated Calendar of Events for Spring
	1. Academic Decathlon – Therese Kennedy is coordinating this. January 6 in Hyland Hall.
	2. Trivia Night: 12/16 meeting. We have sponsors for all rounds.
	3. Easter Egg Hunt—Need A Chair. April 8. Stuff bags on the 4th (Kate will order). Check for list in Dropbox.
2. Winter/Spring Projects for Interns (Not discussed)
3. Program Speakers Listing – Dave Halbach is managing this. Suggestions are always welcome!
4. Future Agenda Items (Not discussed)
5. Just Elfin’ Around! – Kim had fun winter/Christmas riddles.
6. Adjournment. Moved/seconded by Kate/Janet at 6:15. Unanimous approval.

Respectfully submitted,

Janet Olson, Secretary