

PHOSC Board Meeting Agenda October 2023

October 10, 2023 • (HST) • In Person

A. Call Meeting to order/Welcome @ 5:39 pm

Roll Call:

- Natasha Fish
- Kate Wilson
- Tiffany Isaacson
- Lauren Holthaus
- Katie Hauser
- Ashley Kramer
- Natalia Harris
- Catherine Wade

B. Reading and approval of previous meeting minutes:

Minutes Read by: Natalia Harris

Motion to Approve: Kate

First: Tiffany

Second: Natasha

C. PRESIDENT: Natasha Fish

- (1) November/December 2023: Legal will send out a continuation of operation onboard JBPHH letter outlining details required for submission of applications by organizations. This request will require the following:
 - (a) Legal Statement letter signed by the President with enclosures
 - (b) Current By-Laws signed by all board members
 - (c) Non-profit Corporation ID (99-044822)
 - (d) List of Board Officer Contact Information (board Roster)
 - (e) Current Membership Roster
 - (f) Copy of Board Hold Harmless Agreement
 - (g) Comply of Board Privacy Act Statements
 - (h) Membership Hold Harmless Agreements (indicate members not in good standing on membership roster if they did not turn one in)
- (2) The Board discussed developing a Food and Wine Facebook group. To prevent confusion with the existing PHOSC Facebook groups, the decision to create an additional interest group was postponed until the election of the next PHOSC Board. This would also ensure that all PHOSC members would be invited to the new group as part of their membership renewal.

D. VICE PRESIDENT: Kate Wilson

- (1) Kate reviewed all the submitted “Bucket List” items, and shared the suggestions meant for the board, including the following:
 - (a) Monthly Hikes
 - (b) Daytime Bunco

- (c) Dinners without a gift exchange
 - (d) Non-work hour events
 - (e) Cooking class
 - (f) Hospitality events (legally unable due to provisions of 501(c)(7) that state social organizations “may not hold itself as providing goods and services to the public.”)
- (2) Next the Board discussed upcoming bunco events:
- (a) October 2023: Potions and Poisons
 - (b) November 2023: Friends-Giving
 - (c) December 2023: Tacky Christmas Holiday
 - (d) January 2024: Pick your century 20’s New Year’s Soiree
- (3) Keiki Party:
- (a) Trunk-or-treat with 8 cars
 - (b) Crafts
 - (c) Member-provided snacks
 - (d) Kate is providing prizes
 - (e) There will be multiple games
- (4) First Plan It to Win It gift card drawing will be held at the end of November/early December for a \$50 gift card to Nico’s

E. TREASURER: Katie Hauser

- (1) Navy Fed Balance: \$4,990.57
- (2) PayPal Balance: \$0
- (3) Venmo Balance: \$0
- (4) Tiffany was reimbursed for event purchases.

F. MEMBERSHIP/HOSPITALITY: Lauren Holthaus

- (1) The hold harmless agreements need to be submitted by the end of November.
- (2) There are 19 new members for a total of 153.
- (3) Lauren plans to continue the monthly walking events by providing two walks a month, alternating between Ford Island and Hickam.
- (4) Lauren is planning a sign painting event for 11/11/23.

G. EVENTS COORDINATOR: Tiffany Isaacson

- (1) There was insufficient interest in the Murder Mystery event to proceed with large group planning. This can be revisited next year for smaller groups.
- (2) The Board discussed the December Holiday party. Specifically:
 - (a) Date: Saturday, December 9th.
 - (b) Time: 1600-1800
 - (c) Location: TBA
 - (d) Budget: \$1500
 - (i) \$1000 for food – heavy apps
 - (ii) \$100 for decoration

- (iii) \$250 for member gifts
- (iv) \$150 for door prizes
- (3) Coffee with friends event:
 - (a) Location: Waioli Kitchen and Bake Shop
 - (b) Dates: Oct 18th and Nov 9th

H. COMMUNICATIONS/WEBSITE: Ashley Kramer

- (1) Ashley has updated all events and the calendar on the PHOSC website.
- (2) Generated an official template for bi-weekly emails to all PHOSC members.
- (3) Events have also been posted on the PHOSC Instagram page.
- (4) The following will be posted soon on Facebook:
 - (a) Bucket list
 - (b) September reel
 - (c) October Birthdays
 - (d) Larger board events will include reminders
 - (e) Descriptions of the interest group

I. SECRETARY/PARLIAMENTARIAN: Natalia Harris

- (1) Natalia will be hosting the following events in November
 - (a) Book Club
 - (b) Ceramics Class
 - (c) Movie Night

J. OLD BUSINESS: none

K. NEW BUSINESS: none

New Business that was discussed with the board (No motions for vote: tabled):
NEXT BOARD MEETING – Nov 6th at 5:30 pm

Meeting adjourned @ 7:26 pm

Motion to approve: Natalia

1st: Tiffany

2nd: Lauren