



July Board Meeting Minutes

July 2, 2025 / 5 pm / Cigar Bar

ATTENDANCE: Melissa Kelley, Laura Beauchesne, Jennifer Flint, Bridget Kane, Deanna Dockey, Lindsay Crist

2025-2026 President: Melissa Kelley

2025-2026 President Elect: Lindsay Crist

2025-2026 Secretary: Deanna Dockey

2025-2026 Treasurer: Laura Beauchesne

2025-2026 Community VP: Bridget Kane

2025-2026 Sustaining Advisor: Jennifer Flint

Called to order at 5:14pm

Old Business

- June 2025 Minutes. Melissa motioned to approve the minutes. Laura Seconds. All in favor. Unanimous. Motion carried. Email Lindsay Crist to have minutes uploaded to our website.
- League Mailbox at the CAC is open M-F 10 am – 5 pm. Tom can also get us the mail at the GMMs. Laura checks the mail every other week.
- C A C Keys are currently held by; Melissa Kelley, Laura Beauchesne, Deanna Dockey, Bridget Kane, Michele Meredith
- C A C Keys to be picked up: Lindsay Crist, Shelly Bailey, Rose Thomas-Sarno.
- JSSB account
 - Credit Card is held by Melissa Kelley, Lindsay Crist & Laura Beauchesne.
 - Laura continues to work on the Sales Tax Exemption Certificate.
 - Laura continues to work on obtaining Unclaimed property checks. The main problem is the checks are issued to addresses other than the CAC, previous offices. We need to find copies of leases showing JLW was at previous addresses. Unfortunately, all copies of our old leases were destroyed when the JLW office was cleaned a few years ago.



- Office Lease/ Rent
 - The lease is renewed every 3 months. The CAC does not plan on increasing rent at this time.
- New JL Website
 - Lindsay has done a lot of work to get the website up, running, and up to date.
- E-mail/ Sharepoint
 - No known issues. Everyone has access at this time.
- Bartender for all GMMs
 - October (Bring a Friend) and March (Women's Panel) drink tickets.
- Upcoming AJLI Events
 - SLBI Conference
 - *Motion:* I, Melissa Kelley, motion to send members to the SLBI Conference in St. Louis September 25th – 27th, 2025. *Second:* Bridget Kane
 - *Motion Passed:* The Board agreed to send 1-2 members to the SLBI conference. Preferably just sending 1 member, but in the event, they do not want to travel alone, a 2nd member will be asked to attend. If 2 members attend, they will share a room.
 - Lindsay will reach out to Jamie (Nominating Chair), and they can work on gathering information on who may want to attend, and who will attend.

New Business

- Committee Updates/ Needs: Discussion took place that no more than 2-3 years for one person to be on the same committee. This process will ensure that we will give our league members various opportunities to grow and learn within the JLW.
 - Discussion about some sort of “Winterization project,” Similar to the Step Program, specifically focusing on women and children. We could provide help raking leaves, Taking Air Conditioning Units out, Plastic on windows to help with drafts, draft dodgers. We could make draft dodgers, a Member Engagement activity with pant legs, pillow stuffing and tying off, heat & bond, or hand sewing, the ends of the legs.



JUNIOR LEAGUE WILLIAMSPORT

- New Member - Board Liaison Lindsay Crist. Info Nights. July 17, 2025 – Bridget Kane, Jen Flint, & Melissa Kelley plan on attending. August 11, 2025- Deanna Dockey & Jen Flint plan on attending. Committee is also working on developing a provisional project and volunteer nights are also planned.
- Membership Engagement- Board Liaison is now Deanna Dockey. Deanna to notify Rose Thomas-Sarno & Ashley Adomiak of this change. Lindsay Crist, Marketing Chair, will be her own board liaison.
 - The Sustainer Tea invites are done. Melissa printed the address labels and gave them to Rose so they can be mailed ASAP. We also plan on calling sustainer/emeritus on a quarterly basis to remind them of upcoming events on a quarterly basis. This will be a joint effort between Membership Engagement and the board.
 - Start planning the Women's Panel now.
 - Deanna to contact AJLI Support about things showing not done in ME, after one has completed said form.
 - Bridget would like to know who on her committee hasn't finished their forms.
 - Laura to see if she can add the Board to the Provisional dues' emails. Dues are due prior to beginning with the JLW.
- Community - Bridget
 - August 1, 2025, is Kids First Friday. JLW plans on participating but not leading the entire event. We will have a tent and activities for kids to enjoy. They also have a plan to have several books available for voting for the next Babies First Book project.
 - Find Good Day (FTG). Pictures of JLW helping in the community with bullet points to be sent to Marketing so they can highlight us in our community for FTG Day. Community service events leading up to the event to take place.
 - Action Plans. Bridget is currently working on making the existing documents into a working document/ Spreadsheet as that is how she works best.



JUNIOR LEAGUE WILLIAMSPORT

- Babies First Book project. We need to check the quantity of books that remain. Deanna to write a thank you note to the author for donating the first 100 books.
- Fund Development - Laura is the Board Liaison.
 - Sponsor Letters are being done by the Fund committee. We would like to see a sponsor level at \$100.00 and increasing levels.
 - We also want to explore giving our sponsors tickets to our events, especially the Holiday auction. The location of the Auction for 2025 is the Holiday Inn, with a capacity of 250; opposed to the CAC with a capacity of 120. Laura to follow up with Amanda.
 - 5K has not been profitable yet. As a board, it has been decided not to continue the 5K as a fundraiser.
 - Laura to discuss with the Fund Development co-chairs canceling the 5K, moving Dueling Pianos to March, and condensing the sponsor letters.
- Nominating - Lindsay is the Board Liaison.
 - Women of Excellence & YWCA Women's Empowerment Conference we will not be a sponsor (this league year). We can still send people if they are interested.
- 100th Anniversary Adhoc Committee. Our 100 is 2029. We will start gathering names of people who want to help plan our event. We plan on having several co-chairs. We also want to be sure to check with our sustainers (Peachie O'Connor) to see if they want to be involved.

Next Board meeting is Virtual (Teams) on July 31, 2025 from 5-7 pm. The board will meet virtually in the odd months, and in person in the even months. At the July meeting we will Schedule the August meeting.

Adjourned 7:15 pm