January 2023 Agenda

Location: Thousand Oaks Library @ 4618 Thousand Oaks Dr, 78233

Time: Sunday, January 8th from 1p-3p

Unfinished Business:

Christmas Party: Prizes/Decorations/Games

* What went well?
* What can we improve?
* BEST PRACTICE: We have learned that by voting on the Christmas party theme in advance, we can catch the 60-90% Deals after the holidays at all the craft shops!!!! ***WINNER WINNER CHICKEN DINNER!***

New Business:

2023 Lodge Planning

* Confirm Meeting Dates and proposed meeting locations
* Remind elected officers of duties and reports required of them
* Once planning is complete, President will complete postcard information for Grand Lodge to print. Bexar Lodge will add postage and mail.
* **Community Service Events**
  + Join Hands Day: May 6
    - New Proposed Date: April 29
    - Puppy Party Project
  + Summer Splash – Proposed Date: 6/10
    - Location: UC Splash Pad
  + Blanket Party - Proposed Date: 9/16
  + Make a Difference Day: October 28
  + Dance Studio Clean Up Day
    - Contact Klint and Kealey
  + Pancakes, PJs and Plaid Christmas Party: Dec. 2
    - Location: TBD
* **Fundraising Events**
  + Send membership to Camp
  + Help Offset Dance Costs
  + Scholarship Fund
* **Budget Planning**
  + Officer group must complete budget for each event moving forward
  + Google Sheets will be the Shared Budget File to be sent out by the President
  + All purchases must be entered into proper Budget File.
  + All receipts MUST BE given to Treasurer to confirm within one week of purchase.

Mass Communications

* Possible Lodge Newsletter? Via email? Online?

New Bank

* We will be switching banks from Security Service Credit Union to Randolph Brooks Credit Union. This will be done by the end of January 2023

Post Office Box – Renewal coming soon!

* Any correspondence to Hermann Sons Life Bexar must be sent to the P.O. Box moving forward.
* This includes all bank statements, Grand Lodge Communications, etc.
* Two Keys will be allotted. Keys should go to corresponding secretary and treasurer to ensure mail can be checked. Corresponding secretary will be the primary and should ensure all paper statements are given to Treasurer upon receipt.

Website Changes

* What do we like?
* What needs to change?
* Will add scholarship information to the website for the Grand Lodge and If we approve, then we can add ours.

**Deliverables**

* Within one week of meeting date, all deliverables are due to president for website update.
* These deliverables include:
  + Agenda
  + Minutes
  + Any pertinent data that must be sent to membership