OJSL Board Meeting Minutes

Organization	Olathe Junior Service League (OJSL)
Meeting date	October 22, 2026
Call to order	7:06 p.m.
Adjournment	8:00 p.m.

1. Attendance and administrative notes

- A small group was present, and several members were absent. The transcript does not provide a reliable complete attendance list.
- Members who cannot attend a meeting should notify Secretary Virginia Bertlesen by email (bbvb1980@comcast.net) or you can text me at
- 913-961-0584
- A sign-in sheet should be maintained for attendance tracking.
- Active members are expected to attend two meetings and the January Coffee, as mentioned in the discussion.

2. Secretary and communications

- Committee reports must be submitted by the stated deadline after the request and reminders are sent. Beginning with the November newsletter, late reports will be moved to the following issue rather than requiring repeated editing and follow-up.
- The newsletter team is consolidating information, checking links, and preparing a final copy for distribution. PDFs are preferred for the final version, and editing access should remain limited to authorized individuals.
- Members should send newsletter material, photos, and optional PDF flyers to OJSL.newsletter@gmail.com. Carla is the primary contact for provisional reports.
- The board emphasized fewer, more consolidated emails and more timely submissions.

3. Giving Circle and member engagement

- A survey was sent to active Giving Circle members and sustainers regarding committee leadership. A chair was selected by member vote, and the other candidates were invited to serve on the committee. The chair's name is pending confirmation before final publication.

- OJSL is expected to host the spring Giving Circle event, bringing active members and sustainers together for planning and participation.
- Serving on the committee does not require attending the event. Event attendance requires the stated $100 membership payment.
- Members were encouraged to submit committee photos for the newsletter and the Giving Purple promotional video, while respecting privacy and access limitations.

4. Marketing and community visibility

- The board supported using Olathe Connect at no cost to promote OJSL events and fundraisers, with the goal of reaching more local residents and increasing participation.
- Members should send event details and photos to the marketing and newsletter contacts so posts can be prepared and shared. Members are encouraged to share posts to improve reach.
- The board discussed Facebook tagging issues and the possibility of using an organization-managed page or email account to improve access and tagging. No final platform change was recorded.
- Members were encouraged to wear their OJSL name tags at general meetings.

5. Community partners report

- A report was given from the October 9 community partners meeting. Jessica Farrell was introduced as the new executive director of Center of Grace, which provides services including English lessons and childcare for families who need them.
- Upcoming opportunities mentioned included the Olathe Public Schools Foundation event on November 13, January 30 Snowflake Streak, possible volunteer opportunities, and a request for two hairstylists each month through Starfish.
- The board discussed using flyers and other community listings to promote OJSL events. Participation in additional community fundraisers remains under consideration.

6. Treasurer's report

- The treasurer reported on activity through September 30 across the administrative, community trust, and foundation accounts. Total cash was reported at approximately $35,421, with little change from the prior month; the exact figure requires verification before final approval.

Reported item	Amount	Status
Total cash across reported accounts	Approximately $35,421	Pending exact confirmation
Foundation account balance	Approximately $17,684	Reported figure

- Fiscal-year activity included fundraising deposits, interest, a provisional-project reimbursement, and three $1,000 scholarships issued during July and August.
- Dues collection is current, with only a small outstanding balance. Provisional dues increased from $50 to $75.
- A monthly bank fee of approximately $75 supports positive-pay fraud protection and requires each cleared check to be reviewed and approved.
- The board discussed maintaining at least $3,000 for scholarships and balancing scholarships with community grants and service projects. No final change to the scholarship amount or grant priorities was recorded.

7. Blue Book and Bylaws

- The Blue Book is generally up to date. The recently approved bylaw change should be added now; remaining updates can be completed at the end of the year.

8. Fundraising

- Recent results included approximately $222 from Chipotle and $352 from Hamburger Mary's. Any matching or additional amount connected to the Chipotle promotion requires confirmation.
- The board set a long-term fundraising goal of $50,000 to increase the organization's ability to support scholarships and community needs.
- Potential future fundraisers discussed included Culver's, local coffee shops, Jose Pepper's, and Texas Roadhouse. Members should submit suggestions so events can be scheduled and promoted.
- More social-media sharing was encouraged. Event photos should be posted after fundraisers when appropriate.
- Gift cards remaining from Hamburger Mary's will be directed to Heather's homeless outreach work. Other prizes will be retained in Hospitality inventory for future fundraising or organization events.

9. Hospitality and events

- November's soup supper will use a sign-up list for food and supplies.

- The annual banquet is tentatively planned for May, with Cedar Creek and other nonprofit-friendly venues under review. The date, location, cost, and alcohol policy remain to be confirmed.
- Coffee host assignments were reviewed. The website, calendar, and Signup Genius will be updated after the dates and responsibilities are confirmed.

10. Provisional project: Northview literacy initiative

- The provisionals selected a schoolwide literacy project at Northview Elementary, a Title I school.
- The project will use Beverly Cleary's *The Mouse and the Motorcycle*. OJSL purchased approximately 200 copies and plans to obtain approximately 25 additional Spanish-language copies; final quantities require confirmation.
- A kickoff assembly is planned for November 20 at 3:00 p.m., with school staff, possible police participation, a motorcycle theme, and a mouse costume. The school will distribute books to students and staff.
- Planned activities include bookmarks, posters, monthly incentives, chapter-related activities, reading videos for families, and a possible end-of-year celebration.
- OJSL branding should be added to the bookmarks. The print shop should be contacted in advance, and photos should be collected for the Giving Purple video.
- The board discussed contacting a representative of Dolly Parton's Imagination Library as a possible future connection.

11. Website and online records

- Website updates should include the approved bylaw changes, the confirmed banquet date and location, January Coffee information, the provisional QR code, newsletters, and meeting minutes.
- Members should send website updates to the designated website contact as soon as details are confirmed.

12. Service committee reports

- The blanket and pillow service group reported that 15 members attended the October 22 meeting and completed 16 blankets for hospice houses. Members also made approximately 80 pillows independently for hospice and related outreach. Photos should be taken during future deliveries.
- The group plans to meet on November 30 at 6:00 p.m.; the meeting location requires confirmation. A sympathy card should be sent to Heather following the death of her father.
- The community closet report noted a successful organization day and service during parent-teacher conferences, with seven families receiving assistance and several students selecting needed items.

- No substantive reports were available from several absent committees, including admissions, sustainers, bingo/social, scholarship, and some service contacts.

13. Nominations and next steps

- Members were asked to identify and encourage candidates for next year's officer positions.
- The January Conference volunteer sign-up should be routed first to the responsible committee member for capacity tracking, then shared with active members and posted on the website.

Action items

Secretary — Maintain attendance records and receive absence notifications.
Newsletter team — Enforce report deadlines, consolidate updates, check links, and prepare the next issue.
All committee chairs — Submit reports, photos, and event information by the requested deadlines.
Marketing — Pursue no-cost Olathe Connect promotion and improve social-media tagging and access.
Treasurer — Confirm the exact September balances and any matching funds, and continue reporting scholarship and grant capacity.
Blue Book/bylaws contact — Add the approved bylaw change.
Fundraising committee — Research Culver's and other fundraising opportunities and schedule future events.
Hospitality — Confirm the banquet date, venue, cost, and arrangements; coordinate the soup supper.
Provisional committee — Finalize Northview kickoff details, book quantities, bookmarks, photos, and possible community partners.
Website contact — Update the website and calendar when dates, QR codes, bylaws, and documents are confirmed.
Nominations — Identify prospective officers for next year.