



January 19, 2019

Dear Wonderful Assisteens and Families:

KINDLY NOTE:

Assisteens Corresponding Secretary Lucas Oh has already sent a “Remind” to the Assisteens families that we have the Assisteens General Meeting tomorrow, Sunday, January 20, 2019 –

Follow-up reminder:

**ASSISTEENS GENERAL MEETING**

**DATE:** Sunday, January 20, 2019

**TIME:** 4:00 p.m. to 5:00 p.m.

**PLACE:** Behind the Assistance League Chapter House, in the Chapter Meeting Room, 4607 Oakwood Avenue, LCF

As is the general rule, the Assisteens General Meeting is the third Sunday of the month.

We also notify the Assisteens at each and every General Meeting regarding the date and time of the *next* Assisteens General Meeting.

**WHAT WILL HAPPEN TOMORROW, DURING THE JANUARY 20, 2019 ASSISTEENS GENERAL MEETING:**

1. Tomorrow, we will RE-REVIEW Bargain Box procedures.
  - a. Thank you Assisteens who staffed at the Bargain Box on Saturday, January 12, 2019.
  - b. Reminder: Assisteens Bargain Box Saturdays are always the second Saturday of each month, September through April.

- c. We will again go over the Assisteens/Bargain Box primer – which has been provided to all Assisteens.
- d. We will address some issues that came up during the January 12, 2019 Assisteens Saturday –
  - 1. PLEASE remember that it truly is a privilege to staff at the Bargain Box, and to run/operate the cash registers. We want to do our best.
  - 2. No criticism here – it will be good to re-review what we should be doing at the Bargain Box to ensure that we, Assisteens, truly help the Assistance League, its members, and those whom the League serves – those in need.
  - 3. After all – when we are entrusted with an assignment – or whatever task may be at hand – we always do our best – right!?! (This includes writing **legibly** on the pricing tags we affix to the garments/items for sale!)
  - 4. We will also discuss some requirements/issues when we help out the gentlemen who volunteer their time to the Assistance League - with respect to electronics. Kathy Kumagai was kind enough to prepare a form we should fill out/complete when the Assisteens are working on a project assigned by these gentlemen volunteers.
- 2. ALSO – We will discuss in detail the Bad Weather Shelter responsibilities the Assisteens MAY have on **Saturday, January 26, 2019** – **IF** the weather is such that we will serve dinner at the Bad Weather Shelter on Saturday, January 26, 2019. **Only** if we are notified that we will be serving dinner at the Bad Weather Shelter on January 26, 2019 will our services be required.
  - a. The Bad Weather Shelter will notify us three days before (*i.e.*, on January 23) if they want our help on Saturday, January 26, 2019. We will notify the Assisteens who signed up for Bad Weather Shelter assignments that we will be helping out on January 26. The Bad Weather Shelter Sign-Up Sheets are attached.
  - b. We have been discussing the Bad Weather Shelter issues and requirements at the last three Assisteens General Meetings (*i.e.*, since October, when the Bad Weather Shelter Chairs were announced).

- c. As you can see from the Sign-Up Sheets (again, attached), we need some additional Assisteens willing to help out – including serving dinner on Saturday, January 26.
  - d. We will discuss all of this, again, and in detail at the Sunday, January 20 General Meeting.
3. We will also have a reminder discussion, during the January 20, 2019 General Meeting, regarding how the Assisteens should keep track of their hours.
    - a. All Assisteens were provided with folders containing important informational documents. Included were Hours Sheets, as well as a list of activities that would count towards Hours the Assisteens have devoted/contributed.
    - b. We will again discuss how the Assisteens should fill out the Hours Sheets.
  4. We will also make time tomorrow to have some fun, and enjoy refreshments.

None of the above is/will be new – we will just make sure that we are all on the same page and know what we are doing/trying to accomplish as part of our (hopefully rewarding) Assisteens experience!

Thank you to all –

We look forward to a productive (and fun!) Assisteens General Meeting on Sunday, January 20, 2019.

[Lastly, and just in case – attached is a memo setting forth the Assisteens General Meetings and Assisteens Bargain Box Saturdays dates. This memo was included in your Assisteens folders.]

Thank you!

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