

## MCFTB Council Meeting Minutes October 30, 2008

The meeting was opened by the Readiness Program Manager. She introduced the new LINKS Trainer at Henderson Hall.

1. Everyone introduced themselves and the units they were representing.
2. The Readiness program Manager reviewed the information packets and the application process.
  - Thanksgiving Food Basket Program started as filling baskets with food donations but has now evolved into providing commissary vouchers to qualifying families. The family can then use the voucher to buy the food items of their choice. The program was developed to assist families, E-5 and below who are encountering a financial hardship. Other Marines FROs or senior Marines can nominate Marines in their section or Marines may nominate themselves. Applications may be filled out and returned to MFS no later than 14 November. Applications are attached.
  - MFS can not solicit funds for this or any other program. The funds are raised from manning a food booth at the Armed Forces Joint Services Air Show. Volunteers earn shares that are later converted to funds by the USO. There is also a donation from the Ft. Myer Thrift Shop.
  - Make sure the application is filled out completely. A new form for this year is a Release form that needs to be signed by the nominated Marine.
  - There is no limit on submissions. All applications will be considered but priority will be given to Marines, E-5 and below with families.
  - USO at some locations are already providing baskets so please do not submit names that already are receiving from another resource.
  - Vouchers may be picked up by the unit representatives as long as **strict** confidentiality is adhered too. Families need to be contacted individually that they will be receiving a voucher.
3. Christmas Adopt-a-Family: Same procedures as Christmas, the focus will be Marines, E-5 and below with families. Other applications will be reviewed on a case by case basis.
  - Sponsors can be anyone.
  - The more information included in the application the better. Please encourage people to be realistic. Encourage applicants to put more

than one suggestion in case the first gift can not be found. Gift cards are a great option.

- Last year there were 70+ sponsors for 100 applications. Families also received a commissary voucher because of a large donation.
- Please make sure the Nov. 21<sup>st</sup> Holiday Adopt-a-Family applications deadline is met.
- Families will be notified of pick up location by the Marine Corps Family Team Building representative.

#### 4. Questions

- There is no limit to number of applications.
- The question of the unit reps picking up the vouchers for Thanksgiving was discussed; this is fine as long as **strict** confidentiality is followed. Please do not send out mass emails.
- Wounded Warriors and Naval personnel attached to marine units will be included in both programs.
- Minutes will be posted on the MCFTB website.

Any questions please contact the Marine Corps Family Team Building, 703-693-4840.