



UNITED STATES MARINE CORPS

MARINE CORPS FAMILY TEAM BUILDING
MARINE CORPS COMMUNITY SERVICES
MARINE CORPS BASE
QUANTICO, VIRGINIA 22134-5043

IN REPLY REFER TO
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B 375
17 Jun 2009

From: L.I.N.K.S. Trainer
To: MCFTB Director

Subj: L.I.N.K.S. TEAM MEETING OF 3 June 2009

1. The L.I.N.K.S. Team meeting was held on 3 June 2009 at 1900 at Quarters 126, Marine Corps Family Team Building House. The following personnel were in attendance:

Ms. Barbara Hawkins	L.I.N.K.S. Trainer
Ms. Crystal Franco	Volunteer
Ms. Susan Gasca	Volunteer
Ms. Melissa Duncan	Volunteer
Ms. Lindsey Hartsell	Volunteer
Ms. Coston Daugherty	Volunteer
Ms. Julie Daigle	Volunteer
Ms. Julie Leslie	Volunteer
Ms. Brittany Nicholson	Volunteer
Ms. Estela Magana	Volunteer
Ms. Tiffany Cutrone-Scales	Volunteer
Ms. Christy Brown	Volunteer

2. The L.I.N.K.S. Trainer opened the meeting at 1900. Tonight's meeting began with introductions of team members.

3. Unfinished Business:

L. I. N. K. S. Trainer:

i. Ms. Joyce Murphy, MCFTB Director was unable to be with the team tonight.

ii. Please update your information on the team roster. June Team rosters are available.

iii. Reimbursement forms are available at the meeting. If you have not turned one in yet, please do so. Please try and turn in your reimbursement forms on a monthly basis.

4. New Business:

i. The May evening session went extremely well. We had 10 great participants graduate.

ii. Please be aware of not introducing rank while presenting. Give both examples of officer and enlisted during presentations. Be careful not to "call out" a participant's spouses rank.

iii. The June session is a Saturday session. It is scheduled for 20 June. We currently have 15 participants signed up. This count includes 1 FRO from Security BN.

iv. June session sign-up sheet's for spouses, kids & teens sessions was passed to those present.

v. We will be doing session prep on Wednesday, June 17th immediately following L.I.N.K.S. 4 Marines graduation at 1300 until we are done. If we do not finish session prep on the 17th we'll be at the house on 18 June at 1500 finishing up. Please stop by anytime.

vi. Mentor Training will be held on 8 June from 1800-2100. We currently have 4 signed up to attend.

vii. Team social suggestions were discussed. I submitted a request for the Pentagon Tour on 14 July. I am waiting to hear a response back for our request.

viii. MCCA's upcoming June events calendars were circulated.

ix. July Potluck & Team training/meeting will be held on 8 July from 1700-2000; Potluck 1700-1800. Team training will be held 1800-1900 and our Team meeting from 1900-2000. Kathy Beech, LINKS Trainer at Henderson Hall & I will be conducting Platform skills training during the team training.

x. BRAC & MCB Quantico modifications were discussed to include Purvis Road realignment, Russell Road expansion, Commissary expansion, New Child Development Center and gas station/package store remodel.

5. New Issues for Discussion:

i. I will be attending training on 10 June at Henderson Hall and will need volunteers to facilitate the L.I.N.K.S 4 Marines session. Thank you to Melissa and Susan for stepping up.

ii. Coston volunteered to act as our official LINKS team historian. Thanks, Coston.

iii. HQMC has requested all L.I.N.K.S. Teams submit curriculum suggestions and corrections. HQMC is in the process of revising L.I.N.K.S. Version 1 in preparation for Version 2. Please review your section and submit any suggestions or changes to me NLT 5 June 2009.

iv. Save the date for 24 July for In the Midst for Spouses.

v. Those present at the meeting gave their birthday day & month. The team would like to start recognizing birthdays at team meetings.

5. Closing remarks: Thanks to all for coming tonight and thank you to all the volunteers.

6. The L.I.N.K.S. Team meeting was adjourned at 2005; the next meeting is scheduled for Wednesday, 8 July at 1900.

B. J. HAWKINS