

Minnesota Valley Community Band

Board of Directors Meeting

Monday, January 8, 2024

Chanhassen, MN

In attendance:

President – Linda Aaberg

Vice President/President Elect – Ann Decker

Secretary – Marcia Michalik

Treasurer – Ishpreet Singh Kohli

Director at large – Lucy Davis

Absent: None

Guests: None

Agenda

- I. Call to Order
- II. Approval of December meeting minutes
- III. Topics raised by attendees (15 minutes)
- IV. Treasurer's Report
 - a. Current financial position
 - b. Finalize 2024 budget (may go to February)
 - c. CD Investments
 - d. Donation Receipt
- V. Fundraising Committee report - Ann
- VI. Promotion Committee report – Lucy
 - a. Printify Update
- VII. New Business
 - a. Charitable Organization Renewal Form (may go to February)
 - b. Preparation for Annual Meeting
 - c. Preparation for Elections
 - d. Seek succession planning information from other organizations
- VIII. Old Business
- IX. Closed door discussions
- X. Adjourn

- I. The meeting was called to order by President Linda at 4:30 p.m.
- II. A motion was made to approve the minutes of the December meeting as presented.
M – Ann S – Linda Motion passed
- III. Topics raised by attendees – None
- IV. Treasurer's Report:
 - The only expected change to the 2023 financials is the cost of the Saturday rehearsal before the December concert. We don't have this invoice yet, but we expect it will be less than \$100 over the amount budgeted
 - Ishpreet has moved some of our excess funds into interest-earning accounts. \$5,000 went into a 1-year CD and \$1,000 into an interest-earning savings account, both at Live Oak bank. We expect to see about \$15/month in interest. Linda needs to get access to these funds at Live Oak, Ishpreet will help her get that set up.

- A donation receipt letter has been prepared and we reviewed that. Ishpreet will be ordering return address stickers.
- V. Fundraising Committee – Ann
- A committee meeting is scheduled for January 22
- VI. Promotion Committee – Lucy
- Printify – Kelly has ordered samples to be available when we announce this to the band. They are working on pricing. Some items will bring us more profit than others, but the goal is to price items reasonably enough that they will sell. The plan is to present this at our January 22 rehearsal and have the samples on hand. This is totally ‘self-serve’, the board has no part in what band members choose to purchase. After the introduction, we will email the link to all members.
- VII. New Business
- Ishpreet and Linda have completed the Charitable Organization Renewal Form
 - Annual Meeting
 - i. We will follow our normal meeting agenda. There is a 2024 annual meeting agenda already available in Google Docs
 - ii. We will need to approve minutes from our last annual meeting, so those need to be made available
 - iii. The following need to be distributed to the membership in advance of the meeting – both by email and posted on the website:
 1. Announcement of annual meeting
 2. Agenda for annual meeting
 3. Minutes from last annual meeting
 4. Proposed changes to by-laws, which will require a vote
 5. Slate of candidates for election – treasurer and secretary position are up for re-election
 - iv. At the meeting we will need to have paper copies where members will agree Yes/No to each of the by-law changes, and to vote for officers. Marcia and Ishpreet have agreed to run for re-election, leave room for write-in nominations
 - v. We will need to count members in attendance at this meeting. We need at least half of our membership in attendance to meet a quorum, by-law changes and elections need to pass by 2/3 of those who vote.
 - vi. Marcia will prepare all of the paperwork both to be distributed in advance via email/website and copies for the actual meeting. There are copies of documents on Google Docs.
 - Succession Planning – Lucy will follow up with several organizations to see if they have written succession plans they are willing to share.
- VIII. Old Business – None
- IX. Closed door discussions – None
- X. A motion was made to adjourn the meeting at 5:09 p.m.
- M – Marcia S – Ann Motion passed

Respectfully submitted,
 Marcia Michalik
 Secretary