

DATE: April 13, 2015

MEETING / LOCATION: C & E Pizza Factory, Main St., Utica

ATTENDING: President, Gary Stradley; Treasurer, Shelli Stough; Vice-President, Jenny Burnett; Member, Lori Stradley

NOT IN ATTENDANCE: Secretary, Megan Holton; 2nd Vice-President, Karston Harris; Member, Randy Schilling; Member, Matt Miller

MEETING CALLED TO ORDER BY / TIME: Gary Stradley called the meeting to order at 7:01 p.m.

A. REVIEW OF MINUTES FROM MEETING HELD ON MARCH 23, 2015

Secretary, Megan Holton, was unable to attend. She had provided a copy of those minutes to everyone via email. In the Secretary's absence, Vice-President, Jenny Burnett, agreed oversee the review of said minutes.

There was one note of correction. The Treasurer's name was misspelled. Jenny asked if everyone was in acceptance of the minutes other than the misspelled name and it was agreed.

Motion to accept made by: Shelli Stough **Motion seconded by:** Gary Stradley

B. TREASURERS REPORT

Treasurer, Shelli Stough, presented two (2) handouts; Reconciliation Summary for period ending 03/31/2015 and a Proposed Budget for the 2015 year.

It was suggested that the Administration Budget of \$500 be relisted as and Administration / Advertising Budget in the amount of \$1000. This would help to prepare for estimated costs we anticipate and also allow for any additional expenses we had not thought of.

Motion to accept made by: Jenny Burnett **Motion seconded by:** Lori Stradley

C. OLD BUSINESS

• ***Legal approval of By Laws and Mission statement***

Attorney has not yet replied; therefore, Legal approval is tabled until a later date.

• ***Banner / sign at the baseball field***

Having introduced the idea at a previous meeting, Jenny presented the cost of having a banner hung at the ball park in Miller Park. The banner would be approximately 3' x 5' in size and the cost is \$165. The banner would include our logo and Mission statement.

After ball season, the banner could be reused at other events for advertisement.

Following discussion on the banner, it was agreed to proceed.

Motion to accept made by: Lori Stradley **Motion seconded by:** Shelli Stough

D. NEW BUSINESS

• ***Letters requesting Sponsorship***

Lori presented the letter she had compiled based on information we have discussed at various meetings. Everyone reviewed the letter, offered a couple of minor changes, and agreed that the letter was ready for sending.

Lori was going to have Gary sign it and copies are available as needed.
It was suggested that a list of contacts be maintained so we don't notify a potential sponsor more than one time. Lori offered to keep the list to eliminate duplication.

Motion to accept made by: Jenny Burnett **Motion seconded by:** Shelli Stough

- ***Recruitment ad for the newspapers***

Jenny recommended that we come up with a small ad to be placed in the Utica Herald, Mt. Vernon News and Newark Advocate to identify who we are and encourage membership growth. First we should try to find the information regarding what qualifies for 'free' blurbs / public notices in a community via the newspapers.

It was also suggested that maybe letters could be sent home from the schools, primarily elementary school, to provide that information to upcoming parents.

Motion to accept made by: Lori Stradley **Motion seconded by:** Gary Stradley

- ***Updating our Website***

Lori Stradley had spoken to James Quinif, owner of EMF Web Solutions. A meeting is set to discuss the updating of our website information and costs. Lori, Shelli and Jenny will meet with him.

Motion to accept made by: Shelli Stough **Motion seconded by:** Gary Stradley

- ***General Discussion***

The group began general discussion on items to be considered as we prepare for the 2015 Rhythm & Ribs. Topics included some of the following:

- * At the beginning of the 2015-2016 school year, we could have some type of contest for the Elementary students. This would be a timely reminder of the event and the Foundation in general. The winner would receive a free admission to R&R or COSI Wagon or something along those lines.
 - * Entertainment: one, two or more stage acts; type(s) of music.
 - * What vendors to invite and how many.
 - * Raffles including merchandise and/or pies and cakes.
 - * Promotional advertisements like refrigerator magnets with our logo & mission.
 - * Electrical concerns (and yes, Karston, your name was attached to it).
 - * Port-a-Pots: If needed, how many? Costs?
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E. ADJOURNMENT

MEETING ADJOURNED BY / TIME: Gary Stradley called for adjournment at 8:15 p.m.

Motion to accept made by: Shelli Stough **Motion seconded by:** Jenny Burnett

MARK YOUR CALENDAR: NEXT MEETING - MAY 13, 2015 – 6:00 PM @ C&E PIZZA FACTORY
