

Friends of New Troy Membership Meeting November 10, 2021

Called to order at 7:05pm

ROLL CALL

President: Terry Hanover -present

Vice President: Vickie Petroff -present

Secretary: Marlene Newmiller -present

Treasurer: Rebecca Gloe -present

Directors: Jenny Gabbard- present, Al Nuti-absent, Julie Steinberg Morton- absent Katie Harrington- absent, Elizabeth Nuti -absent

ALSO PRESENT: Lorraine Hanover, Mike Metz

GUESTS: Jessica Nance

Agenda: *Becky:* Moved to approve as written. *Jenny:* seconded.

Minutes: *Vickie:* corrected statement about her graduating. Was not "grant writing". Should have said she graduated from a Non-Profit Management course. Mike moved, Vickie seconded amendment to minutes.

Treasurer's Report- *Becky:* Brought in money from the race and donations from a memorial. The market lost some money but did good for the community. This is the most money we have had in the bank account. *Lorraine:* Ollie asked about money for Story Hour. *Vickie:* We gave her \$200. *Terry:* Can we have a general program amount or should it be specific. Can we allocate the Capital Fund which has \$900 be designated for programs. *Becky:* I would also like to get rid of the sign fund. *Terry/Vickie:* We still need \$300 to replace the sign out front *Vickie:* Do we also want to replace the sign on the gym? To keep the branding cohesive. *Terry:* We may need to borrow some for programming and signs or should this be in the budget. *Becky:* Doesn't need to be in the budget. *Mike:* A program budget is a good idea. But what is a program? *Vickie:* If we redefine our mission programs may be redefined. *Lorraine:* Community outreach could be entered into the budget. *Becky:* We could but none of this was discussed when we did the budget. We just have to decide what we want in the budget. *Terry:* We are already increasing the budget for renovations. *Vickie:* Can we add a line item to the budget later. *Becky:* Yes. But we will go over budget but other things may go under budget. It must be approved by the board. Going toward the donations, you will see \$6000 for donations, this is based on last year. Apple Cider Century, Run to the Center of the World and other fundraisers such as Taco Night and Chili Cook Off. We will pull from our reserve fund for the library renovation. The rest rarely varies, they are the bills. *Mike:* We should increase utilities if gas goes up 30% as is projected. *Terry:* I would like to see the budget approved tonight and we can adjust later if necessary. If we don't want to approve it tonight we can review next month. *Becky:* What do you want to increase the gas Mike? *Mike:* 15% would seem fair. Story Hour, what amount is she expecting. *Becky:* \$1000 for programming? *Terry:* \$700 for programming. *Becky:* I will add \$500 for gas. Do we want to earn it or take it out of savings? *Terry:* Out of savings. I think we can get grants and donations for this. Budget has passed with these adjustments.

President's Report- *Terry:* Trailblazers will start building a second bridge on Saturday. This will open the trail up all the way to the Community Center. We hope you can come and help Trailblazers are open to anyone who wants to join.

Rentals- *Vickie:* We have reservations for the Community Room. Elizabeth will be back from vacation soon and will resume yoga classes. I would like to hold a training for the librarians for accepting rental forms so there is no confusion. We lost a reservation as I did not have cell service while farmsitting. We need to think about how to make sure people that want reservations get them. Maybe use the rental email. I am requesting someone else on the committee to help with rentals as I can not always be here to let people in. *Lorraine:* One thought is instead of keys use a keypad lock. To eliminate a step and have the librarians help out or have the key in a lock box with a code that they use to get the key out of the box. *Terry:* I like the idea of a box keys inside. *Vickie:* When there is a rental I put it on the calendar on the website so others know that date is taken. I have a request from Christina to have a large celebration of life either on Saturday the 20th or Sunday the 28th. They would like to have the gym for her husband's entire family who are traveling in from Alaska. I would like to offer the room pro bono. *Terry:* Yes but we will accept donations. *Mike:* Will the clean up policy remain the same? *Vickie:* Yes. Motion made and passed to offer the family the room at no cost.

Public Relations- *Vickie:* Social Media- Friends of New Troy page-posted for food pantry, FoNT market announcement, market map, market photos, Halloween announcement and coat drive. Same things on the market page. Run to the Center page. 1516 reaches, up 11.9%,240 likes and 8 new followers. Pictures go a long way and get more likes. Website: Run and Market came down. Added memorial bricks to the store. Adding the run coverage to the website along with sponsors, pictures and results.

Library- *Jenny:* for October- Volunteer hours 61.75 - 84 visitors, 2 books checked out,11hours of computer time,donations of \$20.

Library Renovation- *Lorraine:*We are meeting Tuesday at the New Buffalo Library. Tonight Terry Ollie and I met to plan their section of the library, hopefully others are meeting to plan their parts.

Membership- *Becky:* Time to send out the membership requests. I want to explore using mail chimp. Marlene and I can share Mailchimp so we are using the same contacts. We can tag someone as race, market or they can have more than one tag and then we can communicate to one group or multiples. *Lorraine:* Can they pay online then? *Vickie:* Can we put in a hyperlink? I will look into it. *Becky:* I would like to hear everyone's opinion on raising the cost. Raise by \$5. *Terry:* I would like to include a president's report with the mailing. *Becky:* make a motion to raise the membership fee. Approved

Facilities and Grounds- *Terry:* Boiler is working. Museum room is being worked on. Mike and I cleaned the rooms and changed the light. *Mike:* It came to my attention that we do not have a

vacuum for the Center. I suggest we invest in a decent vacuum carpeting. *Becky*: I use the Shark ones, they work well and are not expensive *Terry*: How much? *Becky*: Under \$150. Lorraine will look into it. *Mike*: I would like to make a motion for \$200. Motion passed.

Historical- *Mike*: Nothing new

Newsletter- *Marlene*: Probably won't be out on the 15th, but I will get one out this month.

Fundraisers-*Vickie*: There were some issues with the FoNT market. We need to have a process around structuring roles for events and what happens when something goes wrong. We, as a board, need to sit down and go back to our bylaws, review them and update as needed, and create our new mission. We need to define how we function, who we are, and our culture. To understand responsibilities and create guidelines with clearly defined roles. Then new volunteers can decide if they accept our culture and the responsibility of the role before they take it on. I would like to add the significance of the board providing structured and consistent leadership so that our volunteers and organization have the best opportunity to be successful. *Terry*: We have updated our mission statement. *Vickie*: We need this mission statement on our 9090. *Mike*: I thought we were just going to try the market this year and see. *Vickie*: Regardless, we need to get/give feedback and give help as needed. *Lorraine*: I suggested a few years ago we have a paid director. *Becky*: We need to have the money to pay them. *Mike*: If the director could generate income to support the role it would be worthwhile. *Lorraine*: If we had someone marketing it we could have rented the gazebo every weekend. *Mike*: Maybe start them out part time. Have them build the position. *Lorraine*: Perhaps have them work off commission. *Terry*: What action do we take besides talking about it? We need to write it down and make a presentation. We will bring it up on next month's agenda, and call it a search for an executive director.

Santa Claus- *Terry*: Are we ready for Santa to come to town? *Lorraine*: Do we have a Santa? *Terry*: Yes. Decorating on 11/27 and Santa comes on 12/4. *Vickie*: Are we going to do everything outdoors? *Terry*: If we want to do it. Santa comes at 5:00pm. *Becky*: The only concern we have is the Covid protocol. *Terry*: I am comfortable with bringing Santa indoors. *Vickie*: I think we need to reach a point where we all do what we are comfortable with. Motion for Santa approved. We will be decorating for Christmas at 10:00am on 11/27.

Cameras- *Vicki*: Wait to see if Uplink is reliable and revisit cameras next month. Uplink failed when I tried to print.

Halloween- *Lorraine*: For next year it would be nice to have some other things in the building. *Vickie*: We can try a trunk or treat. *Mike*: People can sponsor a room.

Pickleball- *Terry*: Pickleball went on for the vaccinated, unvaccinated were not invited. Sign in sheet at the podium with time date and contact information and vaccination status or recent negative test results. *Lorraine*: A couple of the people playing here were playing because they

knew vaccinations were required. *Vickie*: What if we have Pickleball not as a FoNT event. *Mike*: Then it would be a rental. Final decision- take vaccinations required off the sign and sign in with status of vaccination or negative test results within that week. Note: We listened to a call on the answering machine of a complaint about vaccinations being required for Pickleball.

Adjourned 8:56pm. Next meeting December 8, 2021 at 7:00pm.