



MEETING MINUTES

DATE: Thursday, April 18, 2019

TIME: 6:00 PM

LOCATION: 43026 Arlington Road
Canton, MI 48187

Board Members:

Present: Kim Hahn, Crystal Kerr, Erin Liptow, Gayle Morones (via phone) and Karla Ward

Absent: Lynne Taylor-Kilgore

Quorum present? Yes

Others Present: None

Proceedings:

· *Meeting called to order at 5:57 p.m. by President, Kim Hahn*

· *Motion to approve meeting minutes from January 17, 2019 meeting was made by Erin Liptow. Minutes approved by the present board members.*

Old Business:

- Erin Liptow reported that participants of the Thirty-one fundraiser raised \$183.60.

- Erin Liptow also reported that we collected \$2,124 during the Hungry Howie's fundraiser. We need to buy the certificates in increments of 25, so we need to pay them \$825 to cover all the orders. The Board discussed donating the extra pizzas to the Company to provide food for the dancers during one of the long practices for Nationals. During the meeting, Kim Hahn wrote the \$825 check to Hungry Howie's. Erin will be taking the check and picking up the certificates in Sterling Heights on April 19, 2019. The certificates will be available at the Annex for families to pick up on April 23 and April 27.

- The current balance of the SDCEF bank account is \$4,338.72.

- The Board is still exploring obtaining a gaming license in order to host a charity poker tournament. Crystal Kerr will be printing off an application that we can complete and submit.

- Karla Ward provided a draft 20/20 fundraiser letter for review. This fundraiser would require that each member send a letter to 20 individuals/businesses. The intent is to use this letter next fall as we are kicking off the season.

New Business:

- All sponsorships are due to the Board by May 1, 2019 in order to qualify for this year. During the next Board meeting in May, the Board will be determining the amount to be distributed to each family so that the funds can be used for Nationals. At the same time, the Board will be deciding how much funds to retain to cover business expenses and to begin fundraising next season.

- Going forward, the Board has committed to officially conduct all business in writing by posting/distributing the information via email, Facebook and physically posting at the Annex. Prior to next year's kick-off meeting, the Board will be preparing an information packet that will include all meeting dates, including quarterly parent meetings to keep members informed. All decisions going forward will be made at Board meetings or via written documentation (i.e. text or email string) if a matter is urgent and must be decided prior to the next meeting.

- The Board has decided to re-enroll current members for the 2019-2020 dance season in June, ideally 2 weeks before Nationals. This will allow the group to do fundraising activities over the summer. Any new Company members that join the team in the fall will be given a week to decide if they wish to join SDCEF.

- One family – the Schoppers – have decided to opt out of SDCEF this season, so the total number of members for 2018-2019 is 22.

- The Board Members have decided to let the funds continue to grow in the Flip Give account. Going forward, all fundraising accounts need to be set up in either SDCEF's name or that of a Board member to keep track of everything. Karla Ward requested that Catie Artip (who set up the Flip Give for SDCEF) update the account information prior to requesting a distribution next year. Catie has also updated the picture associated with our account to the SDCEF logo.

- The Board is still waiting to hear from Lynne Taylor-Kilgore regarding the Power Center's response to the question of allowing raffle baskets at recital. If they are allowed, we will need to determine a monetary amount for the value of what is being raffled off. The intent is to do 2 baskets per show – one child and one adult for show 1 and one teen and one adult for show 2. Tickets will cost \$2 for one or \$5 for 3 tickets.

- The issue of paying for the ¼ page ads is still undetermined. Going forward, if there is a program for recitals, we will need to budget for the expense of these ads if we offer them as an incentive to sponsors.

- Kim Hahn requested that Board Members review the Synergy website and let Lynne Taylor-Kilgore know if there are any pictures or items we would like added.

- Crystal Kerr reported that 6 weeks after the quarter end, we will receive the funds from Amazon Smiles and Kroger, so an accounting of this will be available at the next meeting.
- During the May meeting, the Board will be reviewing the year and discuss what worked, what didn't work, next steps for planning and what, if any, modifications should be made to the sponsorship program.
- Karla Ward suggested that the Board explore obtaining a P.O. Box to ensure that when the time comes, it will be easier to transition new Board Members. Karla will research the cost and location availability of a box prior to the next meeting.
- Erin Liptow will reach out to the insurance agent who sponsored the team in order to get information about liability insurance.

Next Board Meeting

- The next Board Meeting will be held Thursday, May 16, 2019 at 6:00 p.m. Location is 43206 Arlington Road, Canton. During this meeting, the Board will be determining money to be distributed to dancer's accounts for Nationals.

- Meeting adjourned at 7:17 p.m.
- Minutes submitted by Secretary, Karla Ward