



MEETING MINUTES

DATE: Thursday, May 16, 2019

TIME: 6:00 PM

LOCATION: 43026 Arlington Road
Canton, MI 48187

Board Members:

Present: Kim Hahn, Crystal Kerr, Gayle Morones and Karla Ward

Absent: Lynne Taylor-Kilgore and Erin Liptow

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 April 18, 2019 meeting was made by Crystal Kerr. Minutes approved by the present board members.*

Old Business:

- Crystal Kerr reported that in order to obtain the gaming license, we would have to go to the city of Plymouth and be approved by the City Clerk because we would be considered a local/civic organization. Crystal will follow up the Clerk's office tomorrow to see how we should proceed.

- Crystal Kerr indicated that we would be receiving a check from Kroger in the amount of \$76.12 for shopping that was done by 19 households from 2/1/2019 – 4/30/2019. Given that this is an easy way for families to raise money for SDCEF, we are going to try to raise awareness of this program to dance families and encourage them to ask other friends or relatives to participate.

- The current balance of the SDCEF bank account is \$4,109.85 as of 5/16/2019. After reviewing the financial statements, it was determined that one sponsor – Gourlay (\$250) - was missing from Lynne's list of sponsors to included in the recital program, so that was corrected.

- Kim Hahn proposed dispersing \$170 per member for this year's fundraising efforts. Given that there are 22 families that are members, the total disbursement will be \$3,740. The Board unanimously agreed to this disbursement. Although this is above the stated goal of \$100 for the year, the Board will be exploring other opportunities to increase this amount for the 2019-2020 season.

- The Board is waiting to hear if Lynne will be charging SDCEF for the quarter page ads in the recital program. This was one of the items that factored into determining how much funds to keep in reserve in the bank when making the disbursement decision.

New Business:

- The Board discussed taking over selling flowers for recital, given that the original company Lynne used was not able to accommodate the revised date of June 8th. Unfortunately, the flower company requires that the flowers be purchased up front. Given that we would prefer to keep the funds to disperse to families, we unanimously decided to not do the sale.

- Karla Ward has obtained a P.O. Box for the SDCEF to conduct official business. The cost of the PO Box is \$80/annually and is not set up for automatic renewal, so the Board can determine if it makes sense to keep the address going forward. The new address will be:

SDCE Fund
P.O. Box 5365
Plymouth, MI 48170

If we're ever having a package sent, we need to use this street address:

885 Penniman #5365
Plymouth, MI 48170

Lynne has requested that the tax information continue to have her address going forward as that is how it was set up.

- Kim Hahn reported that she received the 990-EZ.

- Kim Hahn also presented a draft revised membership letter that we could distribute to current members. The Board approved the revised letter and decided to hand out the membership contracts at the banquet on May 18th. Members will be asked to return the form indicating they wish to join along with the \$10 membership fee by June 15th.

- In an effort to keep parents involved, The Board decided that there would be mandatory parent meetings in August, November, February and May. Actual dates will be determined once we have a dance schedule.

- Karla Ward committed to submitting meeting minutes earlier to help keep parents informed.

Next Board Meeting

- The next Board Meeting will be held Tuesday, June 18, 2019 at 6:30 p.m. Location is 43206 Arlington Road, Canton. During this meeting, the Board will be discussing possible summer fundraising opportunities.

- Meeting adjourned at 7:35 p.m.
- Minutes submitted by Secretary, Karla Ward