

Waynesburg Music Development Foundation

Meeting Minutes

Date: March 19, 2019

Meeting Called to Order by: Lindsey Parks

Attendees:	Lindsey Parks Mandi Fordyce Kate Graham Doug Mason Jeremy Olisar	Absent from Meeting:	Sean Sawyer Aleisha Fox Zach Mason Paige Zalar Summer Fiori
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Date:	March 19, 2019
Time:	8:30pm-
Facilitator:	Lindsey Parks

Secretary's Report:	Minutes from previous meeting were approved. Doug Mason motioned to accept the minutes. Mandi Fordyce seconded.
Treasurer's Report:	Current Account balance is \$2,866.93. Doug Mason motioned to accept and Kate Graham seconded.
Facilitator:	Lindsey Parks

Agenda Item #1: Car Show (May 18, 2019) Alpha Aquatic Park 10:00-4:00	
Notes:	<ul style="list-style-type: none">● Deadline for sponsors to get their name on the shirt has been extended to April 15th.● Doug Mason is willing to sponsor and needed Chinese auction baskets after collection.● Doug talked to JR King last year, he might want to help out● Trophies need to be bigger, we will look into new options.● Dash plaques will be ordered from Enck's Trophy again. We will bring what's left of last year's dash plaques to sell or give away● We should reach out to Aaron Pyle to see if he would want to sponsor● We should consider adding a tractor class● We can check with the Museum for a list of vendors● We will partner with Brett from Memories and Melodies to have photos taken at the event.● We will purchase large yard signs for advertising our event with money from the Tourism grant.● We need to finalize the shirt design, either a matching car to last year, or a drawing from Breanna Burk. This year's shirts will be stonewashed blue. We will adjust the number of shirts from what we ordered last year vs what was left over.● We need to secure a chicken spit for the show. We will contact the Redman's first, then Napa.● Doug will work on getting some musical entertainment, maybe 'Generations'
Plan of Action:	Look for new trophy options, Order Dash Plaques, Order Yard Signs, Secure Chicken Spit

Agenda Item #2: Taxes

Notes:

- 1023 (Tax Exempt form) form must be filled out and submitted to before we can complete our taxes.

Plan of Action: Complete 1023, then complete taxes

Agenda Item #3: Ukulele Project

Notes:

- Has been fully funded before we moved forward with contributing.

Plan of Action:

Agenda Item #4: Website Upgrade

Notes:

- We can upgrade the website now that we have the debit card.
- Square and Weebly might discount your fee if you are a non-profit
- Mention the fee on the website, some may prefer to mail it so that they avoid the fee
- Could put the shirts for sale on the website

Plan of Action: Look into possible discounts from Square and Weebly

Agenda Item #5: PO Box

Notes:

- Now that we have the debit card, we will get our PO Box. They might also offer a discount for a non-profit.

Plan of Action: Get PO Box set up, set up mail forwarding to the PO Box, change our address on publications.

Agenda Item #6: Business Cards

Notes:

- We will order business cards with the organization information and our new address on them.

Plan of Action: Order Business Cards

Agenda Item #7: Black Bear Games

Notes:

- We have new dates from Black Bear Games. We will look over the dates and try to find a few that work for a group of us to go. In a week, we will message on the group chat about dates that work.

Plan of Action: Choose dates to go participate in the fundraiser

Agenda Item #8: Funding Requests

Notes:

- We have one open funding request from Sean Sawyer for sheet music for the Jazz Ensemble. The proper process was not yet fully designed for funding requests so for this instance only, we voted to reimburse this request for the purchase of 2 pieces of Sheet Music.
- In the future all funding requests must be made BEFORE purchase of goods. We will not reimburse funding requests in the future.

Plan of Action: Cut check and send out funding

New Agenda Items

- Make a step by step direction list for how to request funds for the website

Other News and Information:

- Mandated reporting - parent resources on the band website
- Summer Band at WCHS starts July 22

Projected Next Meeting Date:

April 16th 8:30

Motion to Adjourn: Doug

Seconded: Kate Graham