

Minutes

Hamilton Southeastern Destination Imagination Boosters Board of Directors Meeting July 29, 2015

Present: Dawn Everidge, President, Greg Fullhart, Vice-President, Lexy Puzzella, Treasurer, Anne Wiseman, Secretary

Absent: Kathy Seitz, Kristy Seitz, Robin Young, Program Directors

President Everidge called the meeting to order at 7:10 pm. A quorum was present.

Agenda Items:

1. Filing has been completed for the EIN and for incorporation in the state of Indiana with the Secretary of State. Still need to complete the application for charitable status, cost is \$850 to file so holding on that for now
2. Opening of Bank Account – account can be opened at FORUM Credit Union as a consumer account with 2 signers. Anne suggested opening the account at the branch at 146 and Hazel Dell as Justin Morrow, HSE DI Alum works at that branch and they are less busy. Dawn/Lexy to set up a time to open the account
3. Bylaw Review – Committee discussed bylaws and made appropriate updates. Anne to edit and distribute to Board later this week for final review.
4. Team Manager Global Fees – discussion was held around 3 options
 - a. Pay for 1 team manger
 - b. Pay for 2 team managers
 - c. Pay set amount per team

All agreed that sending only 1 team manager is not best option for success of team at globals and those teams with only 1 manager need another parent chaperone to manage safety of team. Determined that option 3 is best choice at this time and discussion was held around the amount of \$1200 per team. Also need to consider cost of 4 director global fees in calculation. Lexy will work through numbers and present possible options for registration fee breakdown at next meeting.

5. Registration Documents – all agreed that current system of paper documents is cumbersome at best, handwriting is difficult to read and would be nice if forms could at least be in fillable PDF format. Ideal solution would be an association membership affiliation with a website that we utilize for online credit card payments and registration. Ideally, system would be able to manage volunteer credits as well. Greg volunteered to research possible solutions and bring recommendation to the board. However,

given the short time until registration will need to us paper/fillable PDF format for 2015 initial registration. Hopefully can have system in place prior to global registration.

6. Dawn shared her conversation with Robin Young regarding changes to initial registration meetings.
 - a. Initial meeting (tentatively scheduled for 9/1) - kids/parents come, current/former teams bring props to show to students, performance video will be shown to generate excitement and explain the program
 - b. Meeting 2 (tentative 9/8) – for parents and team managers/potential managers to discuss parental involvement/support, volunteer requirements (all must sign up), and funding for globals
 - c. Robin would prefer to group teams together for success this year rather than just grouping by challenge interest. Several teams lose momentum and break apart during the season if not set up for success.
 - d. Initial meetings to be held at HIJH

7. Additional items
 - a. Board Liability Coverage – will likely need coverage. Greg to check with Michelle Fullhart on insurance contract provided HSE School Board
 - b. Amazon Smile registration – Anne to connect with Amy Dillow on Kroger card registration and Amazon Smile possibility.

ACTION ITEMS

- Set up checking account – Dawn/Lexy
- Bond Liability coverage – Greg
- Association membership management – Greg
- Team manager/director global fees recommendation - Lexy
- AmazonSmile/Kroger card fundraising – Anne to follow up via Amy Dillow
- Edit bylaws - Anne
- Filing of for 1023 for non profit status – All, future date

Next meeting will be held at 7:30 pm on Thursday, August 13 at the home of Dawn Everidge

Meeting was adjourned.

Respectfully yours,

Anne Wiseman, Secretary