

West Michigan Jazz Society

Meeting Minutes

May 22, 2019

I. Roll Call

Members Present: Shannan Denison, Tim Froncek, Michelle Needham, Kathleen, Jones, John Miller, Peni Reed, Jim Reed, Jerry Scott

Members Absent: Mary Rademacher Reed, George Zuiderveen

Guests: Barb Miller, Dan Ohlman

II. Old Business

- i) Minutes from April: Several members had difficulty opening the document, but Jim moved to approve and all agreed. If there should be any issues found, we would go back and correct later.
- ii) Financials from April: Musician of the Year Banquet will make about \$1,300. We had to purchase Insurance for Millennium Park to cover any car damage for musicians, etc. Jim switched it to a calendar year policy which increased it by \$100 prorated. Jim received notification that our tax guy in Eastown was no longer doing taxes because he was focusing on financial management. He had Beene Garter file an extension. The new tax guy is actually located near Coopers Landing where we hold our board meetings. Jim will be working with him to finalize the tax returns. Jim moved to approve the financials. Shannan seconded and all approved them.
- iii) Musician of the Year: It went well other than dropping the ball on ordering the plaque and having an attendee collapse. John ordered a plaque thru the same place we went with in the past, and it will be awarded to Fred Knapp when he performs with Evidence on July 15th. We will need to brainstorm on a place for next year and look at possibly combining with the Christmas event. Golf courses are booked a year in advance so that may be out. It was mentioned to possibly have it at the Casino Club, but a caterer would need to be brought in for the event.

III. New business

- i) Jazz in the Park:
 - (1) Logistics – Jim talked to Dan DeLoof (new director) and will work with him to confirm the logistics. There will be a meeting with the 4 boys directing traffic prior to the 1st jazz in the park. It needs to be determined if they need cones, flags, and signs for the event.
 - (2) Food Truck Vendors – We have 5 vendors committed to be at our events. Part of them have paid and Jim should be receiving the funds from the rest. Need to communicate the time and where to park to the vendors.
 - (3) Volunteer Sign Up Sheet and Coordination – Kat will send the sheet out to everyone. We need someone to take the initiative to contact the volunteers to see if they can help. A sign-up sheet was passed around to the jazz society board members at the meeting.
 - (4) Non Profit Spotlight
 - (5) T-shirts – Need to check the inventory and will need to order more shirts in larger sizes.
 - (6) Promotion – Billboards will be up soon. John showed photos and information on where they will be located. The foundation will be doing a press release about the events. There is currently no Facebook event set up. This needs to get done asap and shared on Facebook. Possibly use the Facebook advertising events.
 - (7) Contracts – We need a W-9 from every band/lead member. Contract wording still needs to be reviewed and updated if needed.
- ii) Board Nominations Slated for June Meeting:
 - (1) Jim Reed was already voted in to replace Noelle.
 - (2) Dan Ohlman is slated to replace Diego.

- (3) George Zuiderveen is withdrawing from being on the board. Jake Vanderheyden is slated to replace him.
 - (4) Shannan Denison will become an Ex Officio Executive Manager and will work with the new President.
 - (5) Tim Froncek and John Miller are both up for reupping their board membership.
- iii) Education Funding:
- (1) Proposal to fund Big Water Creative in the amount of \$100. This is based in/near Traverse City, but they would like to expand the program. There was discussion of doing more for organizations like this in West Michigan. Tim did a motion, Peni seconded and all approved.
 - (2) Updates from Tim on Blue Lake scholarships
 - (3) Scholarships discussion: There were \$4,500 in scholarships given out last year. There is about \$73,000 in the fund. We have a max of 5%. They will be looking at need and ability when giving out the scholarships.
 - (4) Aquinas Camp: They have had issues in getting people to sign up. They may not be holding the camp if there are not enough attendees.
- iv) Honoring Eric Wendlandt with Bruce Early Educator Award:
- (1) Possibly hold at Speak Ez. Tim will order the plaque.
 - (2) Present award at Mary Rad's Jazz in the Park on 7/22/19
- v) Schedule Volunteer Party for September:
- (1) Marcia is letting us have it at her place on Lake Michigan again this year.
- vi) Jazz Gumbo begins in September:
- (1) Casino Club has been booked for the event again.
 - (2) Gypsy Jazz group and dancers are some of the acts mentioned.
- vii) Additional Notes:
- (1) New hotel sponsor is needed for the jazz society acts for events. Jerry requested that we start looking for new options. We had used Peaches in the past, but that is no longer an option.

IV. Adjournment

The next board meeting will be on June 25th, possibly at the new Noto's location in Grand Haven. Jim will check with Tommy Noto if we can have it there.