

# **West Michigan Jazz Society**

## **Board Meeting Minutes**

February 19, 2020 6:00 pm  
Coopers Landing

### I. Call to order/Roll Call

Called to order by Michelle Needham at 6:09 PM. Present: John Miller, Jake Vanderheyden, Tim Froncek, Dan Ohlman, Mary Reed, and Jerry Scott. Absent: Jim and Peni Reed

### II. Approval of minutes from last meeting

Motioned by John Miller, seconded by Dan Ohlman, all approved.

### III. Review and Approval of Financials

#### A. Tabled due to Jim's absence

### IV. Open issues

#### A. Jazz Gumbo update

1. 77 guests came in February, 80 guests are needed to pay for the food.
2. Dan discussed the possibility of cancelling the event if it does not make enough money to operate.
3. Michelle suggested that we need to attract more sponsors so that the events do not lose money.
4. Jerry noted that the caterer needs to have the minimum of 80 portions for the guests so that we do not run out of food.

#### B. Holiday Party and Membership Event Updates

1. No update yet due to Jim's absence.
2. Advertise in advance, offer more benefits at the membership event, create a sign for the table, add balloons/decorations to attract people to the WMJS table. The event is low cost and was successful overall. The SpeakEZ was very busy and everyone enjoyed the music.

#### C. Grand Rapids Federation of Musicians Grant Update

1. No update yet due to Jim's absence.
2. Jerry noted that a lot of musicians for jazz in the park are not union members, so they will not qualify for the grant.

#### D. Volunteer Opportunity List/Volunteer Coordinator

1. Michelle will distribute this online and coordinate volunteers for Jazz in the Park.

#### E. Musician of the Year Event 5/4/20 Watermark Country Club

1. The date needs to be determined so that it can be included in the next jazz notes newsletter. People are already asking about purchasing tickets for the banquet. Peni still needs to finalize the date for the MOY event.
2. John will work on getting the plaque made for Paul Brewer's MOY award.

### V. New business

A. Secretary Position – Vote on Jake Vanderheyden taking over the position to free up Shannan Denison’s time to focus on other endeavors for the jazz society.

1. Michelle appointed Jake as the secretary, and all were in favor.

B. Collaborations (ie GR Noir, Listening Room, Holland Jam Session at HAAC)

Jake and Michelle will discuss these opportunities with GR Noir and the Listening Room. Opportunity for WMJS to be represented at the HAAC jam session event to reach new audiences and find new members in the Lakeshore region. Tim suggested that we setup a table with a banner to speak with guests at the event. Jake suggested making a sign and postcards to distribute to guests at events to help recruit new members for WMJS.

## VI. WMJS Board Committee Updates

A. Executive/Strategic Planning Committee

1. The committee has not met since the last board meeting.

B. Nominating Committee – Update bylaws to add 6 extra months to get on calendar year.

1. Michelle mentioned that we need to start recruiting new board members.

C. Jazz Program Committee – chair Jerry Scott

1. Jerry mentioned that he is going to reach out to regional High Schools for Jazz in the Park.

2. Jerry reached out to touring acts that have reached out to WMJS. Two groups that are from out of state have great resumes and are looking for places to play.

D. Treasury Committee – chair Jim Reed

1. Budget for 2020 – Updates needed?

2. Fundraising and grants – Packet needed for board members to use. (Shannan)

3. Planned Estate Giving – Work with Shannan Denison – Seminar/action plan

E. Marketing/Communications Committee – chair Jake Vanderheyden

1. Update on Facebook nonprofit profile for donations

2. West Michigan Jazz Society Summit/Congress idea

3. Social Media Posting - Admins

F. Membership Committee – Need Chair (Board Member) for this Committee

1. Incentives from establishments

2. New membership levels – Venues & Sponsors – Vote on them

a) Tim motioned to approve, Jerry seconded. All were in favor.

G. Scholarship Committee – chair John Miller – contact form

1. There are two current WMJS scholarship applications.

2. Scholarships for Aquinas Jazz Camp, Greg Wells formally asked WMJS how much could be donated. The board already approved the request as an annual contribution.

H. Education Committee – chair Tim Froncek

VII. Adjournment was motioned by Jerry, John seconded. Next WMJS Meeting will be on Wednesday March 25<sup>th</sup> at 6pm.