

West Michigan Jazz Society

Board Meeting Minutes

July 22, 2020 6:00 pm

Zoom

I. Call to order/Roll Call at 6:06PM

Present: Jake Vanderheyden, Michelle Needham, Jim Reed, Peni Reed, John Miller, Dan Ohlman, Mary Rademacher

Absent: Tim Froncek, Jordan VanHemert, Jerry Scott

Guests: Jan Basham

II. Approval of minutes from last meeting

Jim motioned to approve the minutes, Dan seconded. All in favor.

III. Review and Approval of Financials

Jim motioned to approve the financials, John seconded. All in favor.

IV. Open Business

A. Vote for Kevin Jones as a Board Member

John motioned to approve, Jim seconded. All in favor.

B. Jazz at Millennium Park – 2021

Jim noted that it is reserved for 2021, tabled until we know more about COVID-19.

C. Musician of the Year Event Watermark Country Club – On hold

Michelle will contact Paul Brewer about how WMJS can navigate the current situation.

D. The Sunday Goodtime Hour – Late July or August

E. Fundraising Event 2021 – tabled until MOY banquet is planned

F. Drive thru jazz festival - Ideas for another event like it

Jim suggested that we have another event at Amore. Jake suggested that we have another event at another jazz venue. Kevin suggested that we approach Noto's about hosting an event in their parking lot. Kevin will check with Noto's, Jake will check with Amore afterwards.

V. New business

A. Review board member expectations – Need for updating by-laws.

Michelle noted that board members have 3 non-excused absences from board meetings or they will be excused from the WMJS board of directors. Mary offered to take on the nominating committee chair position.

B. Add a Diversity and Inclusion Committee

Shannan noted that D&I should be a high priority for every committee. Peni suggested that WMJS could have an ad hoc committee to make suggestions to other committees. Kevin offered to help to offer his expertise to this topic. Jake suggested that this could be considered something that the membership committee discusses. Shannan nominated Kevin to head the membership committee, with a focus on D&I for our membership/community. Michelle proposed that Kevin could be appointed as the membership committee chair.

C. Volunteer Coordinator Needed

When a member says that they want to volunteer, the coordinator needs to be a point of contact for volunteers and to Lauren (membership).

D. Federal/State Pandemic Grants

Jake proposed that WMJS applies for grant funding from the State of Michigan and the federal SBA.

E. Google Drive Access to Save/Edit Documents (Shannan is the current administrator?)

Jake mentioned that the wmichjazz@gmail.com is the account used to control google drive.

VI. WMJS Board Committee Updates

A. Executive/Strategic Planning – Board President is the chair

B. Nominating Committee – chair Mary Rademacher – no update

C. Jazz Program Committee – chair Jerry Scott – no update

D. Treasury Committee – chair Jim Reed

D.1. Planned Estate Giving – Work with Shannan Denison – Seminar/action plan

E. Marketing/Communications Committee – chair Jake Vanderheyden – virtual events for member and new content for social media.

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

F.1. Promote that new members can join for half price for the remainder of 2020.

F.2. Jim mentioned again that roughly 250 members have not renewed in 2020.

F.3. Kevin suggested that WMJS offers virtual events for members. Jake and Kevin will work together to pilot a “members only” event on Zoom. Michelle suggested that we involve WMJS musicians of the year to speak for member events.

G. Scholarship Committee – chair John Miller

G.1. Fund balance decrease – Need to encourage more to contribute

H. Education Committee – chair Tim Froncek – no update

VII. Adjournment 7:39PM. Jim motioned, Michelle seconded. All in favor. Next Meeting will be on 8/26/20 at 6pm. Dan O suggested holding at Millennium Park in the pavilion, socially distanced if people are okay with that. Jake will run the meeting on Zoom also.