

# ***West Michigan Jazz Society***

## ***Board Meeting Minutes***

December 26th 2022 5:00 PM EST

Zoom

### **I. Call to order/Roll Call**

Attendees: Michelle Needham, Shannan Denison, James Reed, Jake Vanderheyden, Peni Reed, Scott Freeman, Jan Basham

Not in attendance: Jordan VanHemert, Kevin Jones, Mary Rademacher-Reed

### **II. Approval of minutes from last meeting – Nov 2022 Minutes Jim move to approve, Jan 2<sup>nd</sup>, all in favor and minutes approved.**

### **III. Review and Approval of Financials – No financials, but we lost over 5,000 Motion to approve Jan, Scott 2<sup>nd</sup>, all in favor to approve**

### **IV. New business**

#### **A. Musician of the Year: Vote Deadline, GRNoir Announce Date,**

Top three were James Sawyer, Rodney Whitaker, and Rick Reuther.

Discussion on defining counties of living in West Michigan for future years,

Jake sending communication as Google Form with due date of Jan 15<sup>th</sup>, Shannan working with Kevin to have event at GR Noir for big announcement of MOY. Shannan letting 3 Nominees know

#### **B. Gumbo Survey Results: Discuss later**

### **V. Open Business**

#### **A. Jazz in the Park Planning for Next Year**

Will not be having a band shell again

B. Jazz Gumbos Updates – March & April Gumbos. Need board members to share the event with friends, family, social media and to attend the event. Need board members at the table.

#### **C. Fundraiser at Kent & Susan Riddle's home – Thursday, June 1, 2023**

Michelle Bottrall – B Our Guest Events

Meetings Tuesday 12/27 and Wednesday 12/28

### **VI. WMJS Board Committee Updates**

#### **A. Executive/Strategic Planning – Board President is the chair - No updates**

A.1. Work with Dave V and Jake to set up emails for officers and committees

A.2. Need to work on Conflict of Interest Policy and By-Laws Review

#### **B. Nominating Committee – chair Mary Rademacher-Reed**

B.1. Board Member Matrix

No updates

#### **C. Jazz Program Committee – chair Jordan VanHemert**

C.1. Create venue cheat sheet which gives all pertinent information for the artists such as sound requirements, where to unload equipment, piano or not, etc. – would be given to artist/manager for Casino Club, Millennium Park (Need to work with Kurt on this because he gives info to musicians), etc.

No updates. Per Jim, remember to invite West Ottawa Jazz Band as first to play again since they were rained out last year.

D. Treasury Committee – chair Jim Reed

D.1. Planned Estate Giving – Shannan Denison

D.2. Mitten Foundation Charity Partnership Application

Did receive a \$25 and \$50 donation from an organization, Jim verifying where. Possibly related to Facebook fundraisers?

E. Marketing/Communications Committee – chair Jake Vanderheyden

E.1. January-February Newsletter –

Working on getting it out ASAP, couple committee members were ill, and Lisa was busy with the holiday.

E.2. Videos Update (Johan Sung – videographer) – Jake and Jordan

E.3. WMJS to reevaluate website platform, Wild Apricot offers a platform that WMJS could use to integrate membership into the website.

Jake talking to Dave VanWyk about possibility of working with Wild Apricot for website

F. Membership Committee – chair Scott Freeman with Lauren Starke (volunteer)

F.1. Lauren Starke notified Michelle Needham that she does not have the time to do membership 2023. Need volunteers to assist (possibly Kristin Freeman, Sam Needham)

F.2. Planning meeting needed for 2023 membership renewals and replacement discussion

F.3. Wild apricot app needs to be explored for more for tracking attendance, collecting donations, and submitting information for members.

F.4. Volunteers – setup plan, volunteer signup sheet

Membership committee was supposed to meet but Michelle was sick. Rescheduling meeting. Also, Michelle will send an updated email to all membership for renewing with correct link to renew online.

G. Scholarship Committee – chair Jim Reed with John Miller (volunteer)

G.1. Updates

Would like to work with education committee to get the word out on scholarships, send letter to guidance counselors and Jazz instructors

H. Education Committee – chair Kevin Jones

H.1. Updates

No updates

VII. Adjournment, Next Meeting January 28, 09:30 AM EST

Jan Basham will need to miss the next board meeting due to a trip