

**Jamaican Mission Program
Board of Directors Meeting
May 20, 2008**

Directors Present: Bryan Myers, Nichole Myers, Lindsey Olson, Micah Nee-Piaseki, Jenna Gander-Sebranek, Terry Sebranek, Cindy Olson, Linda Wanless, and Rob Wanless.

Guests Present: Sherry Myers, Krystany Braun, and Ashley Payton.

Agenda:

- Call Meeting to Order
 - News from Westhaven
 - Written thank you notes
- Treasurer's Report
- Old Business
 - Filing of 5013(c) Paperwork
 - Waffle Dinner
- New Business
 - Brat Barn Fundraiser
 - Bean Bag Tournament Fundraiser
 - Kiwanis Booth Fundraiser
 - 2009 Trip Date
 - Center Color Fiesta Parade
- Next Meeting Information
- Agenda Suggestions for May Meeting
- Adjourn

1. **Call Meeting to Order:** The May 20, 2008 Jamaican Mission Program (JMP) Board of Director's meeting was called to order at 6:23 PM by Bryan Myers.

Bryan shared that he received news from Westhaven that Marlin passed away on May 19, 2008. A moment of silence was observed in honor of Marlin's memory.

Terry asked that every one present write a few thank you cards to the businesses and individuals who donated or sponsored the Waffle Dinner fundraiser.

2. **Treasurer's Report:** Terry reported that the current balance in the checking account is \$1730.23. He will submit a full report at the June meeting. A motion was made to approve the Treasurer's Report by Cindy Olson and was seconded by Linda Wanless. All in favor. Motion carried.

3. **Old Business**

- a. *Filing of 501 3(c) Paperwork:* Bryan Myers reported that he has sent the necessary paperwork to the federal government for the Jamaican Mission Program to become a non-profit organization. The filing process takes approximately six weeks to complete. The rules indicate that we can operate as a non-profit group now that we have filed. If for some reason the JMP is denied non-profit status, JMP will be required to return any funds raised for our organization. In addition, once JMP receives official notification of acceptance as a recognized non-profit organization, JMP will be able to apply for tax exempt status through the State of Wisconsin.

- b. *Waffle Dinner*: The Board of Directors thought the Waffle Dinner held on May 7th was a wonderful success. Treasurer Terry Sebranek reported that we raised just under \$2000 (dinner admission and silent auction proceeds) after expenses were paid.

By a plate count, we served 185 people. It was noted that some people took fresh plates for seconds, but that was estimated to only be 20-30 individuals.

Discussion was held regarding what worked well and what we would do differently next time:

- Begin serving at 4:00 PM and end at 7:00 PM
- Advertise more
 - Chamber of Commerce Boards
 - Community Center sign
 - Richland County Bank/Etiquette Center sign
 - Observer/Shopping News advertisements
 - Banners located around town
- Mailings to friends and family were effective
- Publicized door prize and silent auction items
- More ice cream toppings
- More Redi Whip
- Matching shirts *and* aprons for staff
- Expand business solicitation, especially for those businesses that did not donate this time

Micah indicated he would obtain details on where we could purchase polo shirts with the JMP logo on khaki colored shirts. Micah will report his findings at the June meeting.

4. New Business

- a. *Brat Barn Fundraiser*: Cindy reported that she has reserved the Burnstead's Brat Barn for the JMP on October 3 and October 4. Cindy will get the specifics on the shifts that she has reserved for our group. It was determined that three volunteers would be needed to work the barn for each shift. Volunteers will sign up at the June meeting for specific shifts.
- b. *Bean Bag Tournament Fundraiser*: After further consideration, it was felt that the Bean Bag Tournament should be held outdoors. Two dates were chosen. July 26th was chosen as the preferred date and August 2nd as an alternate date if the shelter is reserved for the July date. Micah and Lindsey will contact the Parks and Rec Department to reserve a shelter for the event. Bryan has agreed to help Micah build the boards. At the end of the event, the boards will be auctioned off.

The entry fee for this event will be \$20 per team of two. Teams will be required to register for the tournament one week prior to the chosen date. It was determined that first, second, and third place teams will receive a monetary award. It was also determined that 50% of the registration funds will be used for the award money and the other 50% will be kept as profit.

Discussion was held regarding advertising for this fundraiser. It is felt that fliers in bars and word of mouth will be the best methods to advertise this event. Contact information on the fliers will include Micah's phone number and Lindsey's email address. Terry volunteered to put

together a flier if Lindsey sent him the necessary information. These fliers should be brought to the June meeting for distribution.

- c. *Kiwanis Booth Fundraiser:* Terry reported that he looked into JMP staffing the Kiwanis booth during the Wisconsin High School Rodeo and County Fair and it was determined that we will not be pursuing this opportunity.
- d. *2009 Trip Date:* All Directors agreed upon a Wednesday to Wednesday trip. Bryan indicated that he has spoken to Jeff Peterson and he has also agreed to this schedule. The work days would be Thursday, Friday, and Saturday. It was noted that if we wanted to attend church with the children on Sunday, that could be arranged. The chosen week is tentatively January 14, 2009 – January 21, 2009. Bryan indicated that he will look into group travel to help reduce the cost of airfare through Air Jamaica and lodging at Sunset Beach.

Tentative volunteers for the 2009 trip include: Bryan and Nichole Myers, Carrie Douglas and her husband, Chris and Dick (from Oconomowoc), Terry and Jenna Sebranek, Cindy and Steve Olson, Lindsey Olson and Micah Nee-Piasecki, Rob and Linda Wanless, and Sherry Myers.

- e. *Center Color Fiesta Parade:* A suggestion was made by Ashley Payton for the JMP to participate the Center Color Fiesta night parade. All present agreed that this would be a great advertisement for our organization. Some ideas mentioned for the parade were Jamaican music, lighted palm trees, sand, matching shirts, and brochures. It was also noted that this would be a great time to advertise for a fall waffle dinner. All present were asked to bring more ideas to the June meeting. A motion was made by Bryan Myers, directing Nichole Myers to obtain parade information from the parade organizers and present the information at the June meeting. The motion was seconded by Linda Wanless. All in favor. Motion carried.

5. Next Meeting Information: The next JMP meeting is scheduled for:

*Tuesday, June 17, 2008
6:30 PM Dinner & Meeting
At The White House*

6. Future Agenda Items:

- a. Bean Bag Tournament Fundraiser
- b. Burnstead's Brat Barn Fundraiser
- c. Treasurer's Report
- d. Center Color Fiesta Parade Float
- e. Shirts

7. Adjourn: Bryan Myers asked for a motion to adjourn the meeting. Terry Sebranek offered a motion to adjourn the meeting. The motion was seconded by Cindy Olson. All in favor. Motion carried. The meeting was adjourned by Bryan Myers at 7:45 PM.

Respectfully Submitted,

Nichole Myers
Jamaican Mission Program Secretary