

**Jamaican Mission Program
Board of Directors Meeting
August 12, 2008**

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

Agenda:

- Call Meeting to Order
- Approval of the July 15, 2008 Meeting Minutes
- Treasurer's Report
- Old Business
 - 5013(c) Status
 - Bean Bag Tournament Fundraiser
 - Shirts
 - Brat Barn Fundraiser
 - Center Color Fiesta Parade
- New Business
 - Trip Discussion
 - Evening Presentation
 - October Waffle Supper
- Open Discussion
- Agenda Suggestions for August Meeting
- Next Meeting Information
- Adjourn

1. **Call Meeting to Order:** The August, 2008 Jamaican Mission Program (JMP) Board of Director's meeting was called to order at 7:14 PM by Bryan Myers.
2. **Approval of the August 12, 2008 Meeting Minutes:** A correction was made by Nichole Myers regarding the Opening Balance of the Treasurer's Report. The Opening Balance should have read: \$2,170.23. A motion was made by Lindsey Olson and was seconded by Linda Wanless to approve the meeting minutes, as amended, for the July 15, 2008 meeting. All in favor, motion carried.

3. **Treasurer's Report:** Terry distributed the Treasurer's Report.

Opening Balance – July 1:	\$2,104.08
Deposits:	\$0
Withdrawals/Checks Written:	\$55.00 to Mike Wertz, Bean Bag Tournament Winner \$55.00 to Jared Lemke, Bean Bag Tournament Winner
Ending Balance as of July 31:	\$1,994.08

A motion was made by Cindy Olson and was seconded by Rob Wanless to accept the Treasurer's Report as submitted. All in favor, motion carried.

4. Old Business

- a. *501 3(c) Status:* Correspondence was received requesting further information. This information has been submitted. The State of Wisconsin has issued the Jamaican Mission Program a certificate that recognizes the Jamaican Mission Program as a charitable organization. We have not received official notice from the federal government yet, but anticipate it arriving very soon.
- b. *Bean Bag Tournament Fundraise Wrap-Up:* Micah Nee-Piaseki reported that the event was successful. He indicated that the boards were a lot of work and if we decide to do this again, construction needs to start much sooner. Both Micah and Lindsey Olson received good feedback from the teams who played. The day was beautiful and most players said they would do it again.

If we are to do it again, the overall consensus would be to advertise more, make more boards, and complete them earlier.

- c. *JMP Shirts:* Micah and Lindsey distributed the remaining shirts.
- d. *Brat Barn Fundraiser:* No updates at this time.
- e. *Center Color Fiesta Parade:* Nichole contacted the Richland Chamber of Commerce regarding the parade and is awaiting response from them.

Bryan's idea for the parade float was discussed again. He described a trailer, on one side a lit palm tree, sand, and a lounge chair or hammock with a banner that reads "Perception." On the other side, a one room shack and dirt floor with a banner that says "Reality." Bryan envisions a third banner, bridging the two sides that will say: "Help Make the Perception a Reality!" JMP members will hand out cards to adults advertising our next Waffle Supper on October 10th and will give candy to children.

Rob Wanless volunteered the use of his truck and generator to pull a trailer. Rob also said that he has access to dirt for one half of the float, but would need to purchase sand.

Further discussion was held about how to light the float. Micah volunteered use of his flood lights. It was noted that we should have plenty of back up lights available in case some stop working after the float is set up.

Rob volunteered the use of this shop to create the float.

Terry reminded everyone that he needs at least two weeks notice if we need to order banners.

Cindy will look into lights for walkers. Terry volunteered to purchase candy. Bryan volunteered to coordinate the purchase of any needed float supplies.

5. New Business

- a. *Trip Discussion:* Bryan went over some of the information shared with him by Jeff Peterson. Jeff has confirmed with Westhaven that a Wednesday to Wednesday (January 14, 2009 – January 21, 2009) trip would be fine with workdays of Thursday, Friday, and Saturday will be okay with Westhaven. When the trip gets closer, Jeff said he would identify a specific project that our group could accomplish for Westhaven. Jeff reiterated to Bryan that we will have use of the Mission Jamaica tools and can arrange for us to hire Steely if we need him. Bryan is confident that we will be able to purchase needed supplies in Jamaica for whatever project we work on.

Discussion was held regarding the travel details of our trip. Because our vouchers are good at any time and Jeff should have room rate negotiation completed soon, Bryan indicated that he feels we should book our trip next month. Bryan is still trying to get information regarding group travel with Air Jamaica and hopes to have firm cost information available at the next meeting.

Discussion was also held to formalize the Jamaican Mission Program's position on minors. The consensus is that volunteers under the age of 18 MUST be accompanied by a parent or guardian. Since a responsible adult will be bringing any volunteer under the age of 18, JMP is not responsible, in any way, for the actions or behaviors of such children. A motion was made by Terry Sebranek and was seconded by Linda Wanless that a policy should be created formalizing this decision. All in favor, motion carried. Nichole Myers volunteered to bring a draft policy/agreement on this topic to the September JMP meeting.

- b. *Evening Presentation:* Bryan Myers has arranged for our use of Pippin Hall at The Richland Hospital on August 26, 2008. Bryan has also confirmed interview with the Morning Show on WRCO at 9:00 AM on August 20, 2008. Bryan asked for volunteers to speak with him. Jenna and Linda volunteered to do so. The Morning Show will be an opportunity to promote JMP and especially the talk and Waffle Supper.

The details of the talk were discussed. It was determined that we will begin with supper at 6:30 PM and presentation around 7:00 PM. Bryan and Nichole will prepare traditional Jamaican food to include jerk pork, pumpkin rice, and Jamaican vegetables.

The order of the presentation was discussed and was roughly decided:

1. Bryan will open the presentation and provide background on Jamaica.
2. Linda will speak about her experience at Westhaven.
3. Jenna will talk about our organization and the Vacation with a Purpose concept.
4. Bryan will close the talk with information about what happens once volunteers are in Jamaica.
5. All JMP Directors will be available to answer questions.

Advertising for the supper and talk was discussed. Nichole will create a flier to email to the Chamber of Commerce to be placed on their web page. A motion was made by Jenna Gander-Sebranek and was seconded by Micah Nee-Piaseki to authorize the placement of an ad in the Shopping News. All in favor, motion carried. Nichole will contact the Shopping News to place an ad. Linda volunteered to write an article for The Observer and will contact Dawn Kiefer with that article.

- c. *Waffle Supper*: The next waffle supper was discussed. The supper will be held on October 10 from 4:00 PM – 7:00 PM at the Community Center.

Terry and Jenna volunteered to coordinate all of the food. The menu was discussed to be: waffles, sausages, ice cream with assorted toppings, strawberries for the waffles and ice cream, regular milk, chocolate milk, cheese, yogurt, orange juice, and coffee. Further discussion was held regarding solicitation of donated goods. Further discussion on this will be held at the September meeting.

It was determined that we will advertise for this supper the same as our May 2008 supper.

Linda Wanless volunteered to coordinate the silent auction, however, Linda has asked that each Director use our personal connections with the community rather than a mass mailing. Linda will email the list of businesses and churches that were contacted in May. Each Director will be asked to identify the individuals they wish to contact. It was determined that the door prize this time will be a Richland Chamber of Commerce gift certificate.

Lastly, Linda volunteered to make the table decorations again. Terry noted that the community center requires that we do not use balloons.

6. **Open Discussion:** No discussion held.
7. **Next Meeting Information:** The next JMP meeting is scheduled for:
Tuesday, September 15, 2008
6:30 PM Dinner & Meeting
At Pizza Hut
8. **Future Agenda Items:**
 - a. Treasurer's Report
 - b. 501c3 Update
 - c. Brat Barn Fundraiser
 - d. Center Color Fiesta Parade
 - e. 2009 Trip Information
 - f. Pippin Hall Talk Wrap-Up
 - g. Waffle Supper
9. **Adjourn:** The meeting was adjourned by Bryan Myers at 8:14 PM.

Respectfully Submitted,

Nichole Myers
Jamaican Mission Program Secretary