

# M N F I

## MNFI January 2020

### Meeting minutes-UNAPPROVED

**Location:** Panera Blaine, MN

**Date:** 1/19/2020

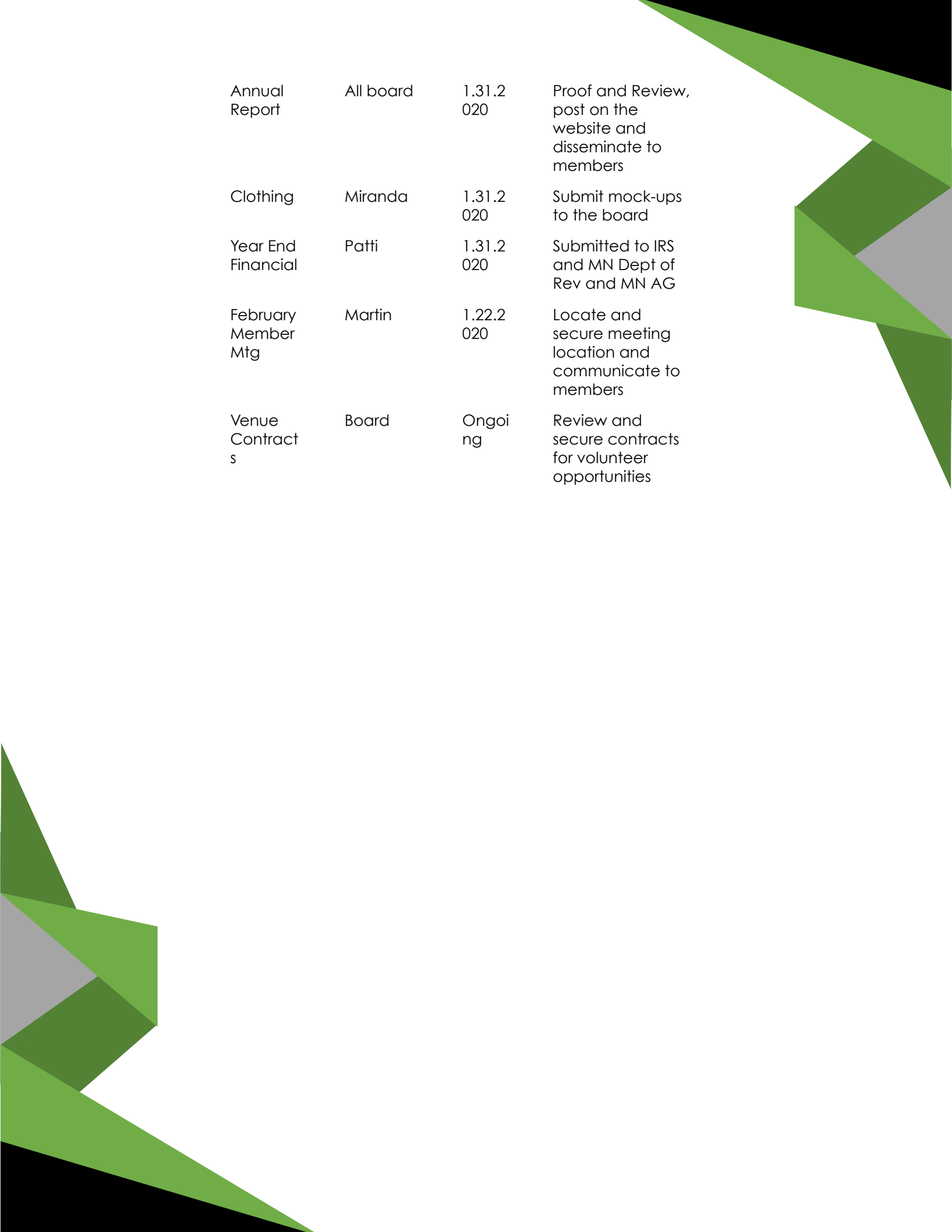
**Attendees:** Martin Cross, Patti Cross, Joe Kubiakowicz, Stacy Scheloph, Miranda Oliver Visitors: None

### Agenda items

- I. Agenda approved.
- II. Elections and Board Assignments-Election results were reviewed and the following appointments were assigned to the board: Martin Cross, President; Joe Kubiakowicz, Vice President; Patti Cross, Treasurer; Miranda Oliver, Secretary; Stacy Scheloph, Member-at-Large
- III. Operating Funds-There was a discussion and a vote regarding the operating funds moving forward. The operating funds consist of items such as insurance, website, office supplies, server, etc. Starting in 2020, MNFI will put in the operating fund up to 5% of the venues' donation per event.
- IV. Volunteer Training-A discussion was held on how to maintain and document volunteer training. This is being addressed and stored in a secure location.
- V. Venue Contracts-discussion on each venue and potential assignments.
- VI. Clothing- reviewed and sent out for design
- VII. Annual Report-reviewed and will finalize by the end of January
- VIII. Financials- reviewed and approved 2019s. Submissions to both state and federal to occur by the end January 2020.
- IX. February member monthly meeting- to be scheduled in the southern metro.

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Action Items	Owner(s)	Deadline	Status
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Annual Report	All board	1.31.2020	Proof and Review, post on the website and disseminate to members
Clothing	Miranda	1.31.2020	Submit mock-ups to the board
Year End Financial	Patti	1.31.2020	Submitted to IRS and MN Dept of Rev and MN AG
February Member Mtg	Martin	1.22.2020	Locate and secure meeting location and communicate to members
Venue Contracts	Board	Ongoing	Review and secure contracts for volunteer opportunities