

MN Fundraising Initiative (MNFI)

Board Meeting, Monday, November 14, 2022

Attendees: Martin Cross, Patti Cross, Stacy Schelkoph, Monica Fisher, Jessica Musta, Kelly McElderry

Heather Murphy - Unavailable

Andover, MN – Andover Community Center

Board Members Only Meeting, called to order at 6:36 pm

1. Martin emailed the board earlier in the month that he accepted the offer of CEO position for the upcoming year, highlighting in the notes to ensure all are aware.
2. Advisory meeting topics discussed-
 - a. Quarterly socials
 - b. Christmas cards
 - c. Gift card for volunteers, asked for ideas to have voted on
 - d. Some items were missing from web pages, Martin has already updated
 - e. Update FAQ's, one for grants only and one for all other topics
 - f. Specific to venue's, asking for volunteers not to come too early, 15 minutes is plenty early and we don't want to get in the way of other processes that need to occur before an event starts.
 - g. Alcohol compliance checks to ensure we are flipping the screen and removing caps from pop & water
 - h. Alcohol compliance - if you have an official 'sting' you will know.
 - i. If you fail, you are walked out
 - ii. If you pass, they tell you and the police come back and ask for your name and name of your group.
 - i. Managers pay discussion
 - j. Reminders for volunteers-
 - i. THE WAIT LIST SHOULD BE TREATED LIKE A SPOT
 - ii. MNFI BOARD ESTIMATES THAT WE ARE USING 95% OF PEOPLE THAT ARE ON THE WAIT LIST
 - iii. IF YOU ARE ON THE WAIT LIST YOU WILL LIKELY BE CONTACTED, PLEASE SAVE THE DATE ON YOUR CALENDAR
 - iv. SOMETIMES THIS IS LAST MINUTE DUE TO HOURLY STAFFING, IF THE REPORT TIME IS 4:30, WE WOULD CALL BETWEEN 12:00 – 4:00.
3. Motion to consider closing the group to new members. Unanimous vote – No

- a. Martin and Jessica reminded the board that we have gone to the wait list 95% of the time due to not filling original lists, they also emphasized the stadiums and stands MNFI has lost due to lack of volunteers. They are: CHS, Canterbury, TCO, Twins, Gophers and apparel at US Bank, Allianz, and U of M.
4. Open meeting to all volunteers. December meeting will be open for the first hour.
 - a. December 6th, 6:00-7:00, open to all
 - b. December 7th, 7:00 – 9:00, board members only
5. Discussion around major board decisions being emailed.
 - a. Challenges with this are that we start to go to spam due to volume for some providers
 - b. Web site is open 24x7, volunteers can monitor
 - c. Consider other options in future that do not have email
6. Extensive conversations around grant payments and what is being submitted and what should and should not be considered. The Board will attempt to make a list for people to reference that includes items from youth events, high school, and college.
7. Discussions around the last MNFI 'page outage'. It is important for all members to keep software/browsers up to date, also if using bookmarks please ensure you are refreshing your page to have the most current updates, be sure to log out of the page when you are finished.
8. IRS no-profit guidelines for mileage. Unanimous vote, yes to \$0.14 per mile for nonprofits.
9. IRS guidelines have very specific requirements to submit grant requests for nonprofits, currently VENMO receipts cannot accommodate these requirements. You can reference below for requirement; it is copied directly from the MNFI grants page.

A copy of the receipt showing payment AND a copy of the invoice that you paid must be provided when applying for a grant.

Invoices/Receipts can be provided in the following formats:

- A photo of a receipt. (partial screenshots do not work). Receipts must be dated within the last 6 months.
- A screenshot of the digital payment (must be full screenshot)
- A copy of the emailed receipt you received when you paid.
- A copy of a bank statement showing the payment was made. Account numbers can be blacked out. Please circle the line with the corresponding charge.
- Documentation showing that the student is enrolled in school

Payment on receipt must match the invoice provided.

Invoices/Receipts must show:

- The name of the organization,
- The account holder's name (must match the grant request)
- Date of the event/class/etc. attended.

- Amount paid & date of payment

If an invoice cannot be provided a detailed reason for the payment/purchase.

10. Meeting closed at 9:00 pm.

