

MN Fundraising Initiative (MNFI)

Board Meeting, Monday, January 9, 2023

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

New Members to Vote for positions in attendance: Jana Kachmarek, Angie Keay, Chris Johnson, Beth diGrazia

Unavailable: Heather Murphy

Pizza Ranch, Andover, MN 6:00 pm – 8:00 pm

1. Martin provides intro and overview of group, go around for all.
2. Motion was made by existing board member and seconded to approve all new board members. Vote unanimous to approval all.
3. Discussion around existing positions/assignments. In the state of MN we do not need a president, a motion was made to defer the president position for a later date to be determined and then seconded. Vote unanimous.
 - Positions unanimously approved;
 - Vice President, Jessica Musta
 - Treasurer, Patti Cross
 - Vice Treasurer, Stacy Schelkoph
 - Secretary, Beth diGrazia
4. Positions to consider for a future meeting are as follows: Training, Outreach, Recruiting, Stadium Liaison, Grant Writing, Fundraising, Payout Development, Audit (for donations and events), Web Design
5. Disclosure/Confidentiality Statement. Stacy presented this modified document from the MN Council of Non-Profits. It was unanimously approved; Martin will send this out to all board members and have electronic signatures on file.
6. Allianz Field. Martin, Patti, and Stacy attended meeting with Allianz representatives to review the contract and discuss age of volunteers. Martin provided an update, the contract with them will be signed next week.
 - Stadium specific updates
 - General Training will be online
 - Lead Training, will be seven days before first event (3/4/2023)
 - Tips will be on (register)

- Volunteers will not be allowed to bring in water bottles, water will be provided
 - \$30 fine for late or no show
 - 16 & 17 year olds will be in Fry Club (3), Pizza (2), Premium (3)
 - Tentative donation to the grant pool is \$100 for lineworker, \$110 for manager, beer, and \$125 for manager, food
7. ***** (Dance studio name redacted). Fraud was committed by a volunteer and according to the volunteer the organizations owner.
- The volunteer has made it right and returned the grant money.
 - Motion was made to no longer issue payments to ***** (Dance studio name redacted), this was unanimously approved.
 - If any volunteer is with ***** (Dance studio name redacted), other grants will be approved but not to ***** (Dance studio name redacted).
 - The volunteer who committed the fraud will be able to request grant funds but the grant must go directly to an education institution.
 - Martin reminded all board members that it is an IRS requirement for MNFI to attest that the money goes to where the grant is requested for. Documentation for our organization is critical to our continued success.
8. US Bank Update, Martin will be meeting with them next week. (This meeting was canceled by US Bank after the meeting)
9. Martin provided update on taxes and paperwork
10. Board Orientation. Martin discussed a recommendation to have this on record for the board for legal purposes. A Legal representative is tentatively set to present at our next meeting.
11. CEO definition. Martin will work with this same Legal representative to draft a definition around his position.
12. Grant Writing Classes. Stacy and Martin will work with MN Council of Non-profits to continue MNFI's enrichment efforts.
13. Banking. Patti provided updates to our efforts to change banks. We will shift to Old National in a couple of weeks. Stacy and Patti will both be signers on the account.
- Hardship Grant Discussion
 - 2.6 million in grant revenue
14. Annual Report. Martin requested board member assistance to pull the report together for this past year, Chris volunteered.

15. Social Media posts. MNFI is currently reviewing contracts to clarify what is acceptable for volunteers to post on all social media outlets.

16. Go round...

- Jessica, MNFI will make every effort to post events 6 weeks in advance when possible. This is a general guide, not set as an absolute
- Patti, pass
- Jana, wait list discussion. Highlighted that 95% of waitlist is utilized, reminder to volunteers who sign up on the wait list, if they need to cancel, they must send an email to make MNFI aware, you will be removed.
- Monica, Twins discussion
- Kelly, highlighted how she is hearing about transparency from others, wanted to make full board aware. Requested we move forward with selling candy bars again this year. (Patti will make the connection)
- Chris, pass
- Angie, pass
- Stacy, Next meeting February 6th
- Martin, tentatively we are set to have grant requests closed twice, we will send notifications as we do every year. The planned dates are;
 - July 16 – July 30
 - December 18 – January 5, 2024

Initiative
a 501(c)(3) Nonprofit