

**MN Fundraising Initiative (MNFI)**  
**Monday, October 2, 2023, Board Minutes**  
**Andover Community Center**

Member	Role		Member	Role	
Martin Cross	CEO, Board Member	X	Monica Fisher	Board Member	X
Jessica Musta	Vice President, Board Member	X	Kelly McElderry	Board Member	X
Patti Cross	Treasurer, Board Member	X	Angie Keay	Board Member	X
Stacy Schelkoph	Vice-Treasurer, Board Member	X	Jana Kachmarek	Board Member	X
Chris Johnson	Secretary, Board Member	X			

1. Call to Order 6:05 PM
2. Grant questions.
  - a. Will we pay for a keyboard for a student taking piano lessons? Yes we approve grant to pay for the lessons and would approve grant to pay for instrument
  - b. Question regarding Miscellaneous fees on rent for college students.... Community fee and rent mitigation fee. Will we allow grant for these fees? Decision made, NO we will not pay
  - c. Question on Hotel stay when dropping or picking up college student from school. Will we allow grant for a hotel half way? We allow grant for mileage but not hotel? Would we allow grant for one time to drop off and one time to pick up? We do not pay for family weekend. Motion to take a vote.... Decision is made that NO we will not allow grant for hotel stay each way. We can re-visit this grant decision on a case by case basis if the volunteer wants us to?
3. Guest arrived to address the Board regarding previous decision not to grant funds to her business..... 7 to 8 other family would like to work with MNFI to request grants to be paid to her business. She started talking about prior MNFI member that committed fraud and the reason why we are not granting funds to her business. She wrote a couple receipts for MNFI member and then payment from MNFI member must have been stopped? Communication from May of 2022 Martin mentioned documentation is fake, She confirmed documentation was correct. Why did She confirm documentation was real when it was not. She was looking at prior volunteer documentation and took her word for it. She was looking at credit card statements. She has an accountant that watches her payments. She has 3 business locations and over 300 familys? She

always grants payment plans to help family's be able to afford tuition. Will split payments for the year over 18 months. How will MNFI be assured that this fraud would not happen again? She states this is very embarrassing for her and is ashamed. She made a judgement error and does not feel that this would happen again? Would be transparent and supply all documentation we would like. She is very disappointed and upset with herself and cannot believe she was involved in a scam. She is here on behalf of the family's that could utilize MNFI funds. Martin states documentation originally provided was fake and She states it was not. Prior MNFI volunteer presented grant request to be reimbursed and not a payment directly to the studio. We asked for what an invoice would look like and she is open to send us one. We will talk about reversing decision and see if we reimburse member or pay studio directly. She will get us all the documentation we would need to be able to prove the payment is correct.

4. Student loan grants will need to have a statement showing what the balance owed is.... Martin to add this to the student loan grant process.
5. On the Website... FAQ, apply for a grant. This is the grant request for everyone to be able to ask for a grant. This can be used to apply for certain grants at specific times of the year. Review the Ann Bancroft grant request and process. This is a \$500 grant and only allowed one time over the life of the loan. Min 35.00 and a maximum of 750.00 for this grant for everyone.
6. Martin .... 15 no shows in September. 14 of the 15 volunteers are no longer volunteering. Their log in account is suspended until they reach out to discuss. Volunteer no showed at Allianz. The remaining information has been redacted for privacy reasons.
7. Volunteer left vikings game at half time. The remaining information has been redacted for privacy reasons.
8. Volunteer with health issues. The remaining information has been redacted for privacy reasons.
9. 512 dollars in the \$2 cancellation fees in the last 28 days. Cancellations are for multiple people and multiple events. We will change the cancellation form to remove comments section. Will also update the form to increase the \$1 fee if volunteer wants to cancel multiple events. If we net \$380 the PayPal is 132.
10. Contract signed for excel. Hr manager is Steven. The remaining information has been redacted for privacy reasons..
11. Target center no contract and no stand assignments yet. The remaining information has been redacted for privacy reasons. Other non-profits are being told they are removing stands from them. Alcohol form not being completed by stand manager. The health and safety form needs to be completed by stand manager too.
12. Target field.... Ok for playoffs and have been given extra stands. On track to get bonus from curds and cakes. Waiting for June donation paperwork and requested from Amy. We have the donation but need paperwork because we do not know what the donation is for. On track to get bonus from red cow stand.

13. Us bank states no commission for events.... No point to move product around since no commission. No longer need float manager.
14. U of m Hockey starts this weekend. Item of the game is closed. Williams basketball starts beginning of next month and signups will go out shortly. 16 volunteers needed for mens basketball and 5 volunteers needed for women events. We will get wrestling too. 3 volunteers needed for wrestling.
15. Gophers football tips are good. Decks are supposed to come around and circle in red for beer adjustment. Should not open stand until deck acknowledges and circles in red.... Mnfi get charged for beer if discrepancy.
16. Treasurer Update .....We have money... Old National 40,000 operating fund 400,000 in grant pool, 203,000 in savings, 91,000 outstanding grants. Affinity plus has 185,000 in grant pool and 2400 in operating fund. Paypal has 4,000.
17. Now have a total of 5 cds totalling \$600,000 .
18. Grants are taking 2 days for first step.
19. Jessica... event signups.
  - a. Posting events 4 to 5 weeks (approximately) prior to event. Volunteer complained and does not know when to sign up. Why was an event posted prior to actually 30 days. We will do our best to post events 4 weeks prior to event unless we have been contacted by Venue to take on additional stands, etc...
20. October 25th next manager training. Location on Other side of town. Possible Green mill on Lexington by Victoria. Pre-order food. One more manager training in November
21. Move board meeting in November due to wolves game. Breakfast on the 5th. For a board meeting? Next open board meeting will be in December.
22. Jessica out of town October 10/12 to 16, 10/19 to 22nd. 11/17 to 11/19
23. Decision for tonight's Guest, Motion made to re-instate payments to her business, 2<sup>nd</sup> and passed
24. Vote to reinstate payments to business (Guest). Payments will be made directly to the business and will not be reimbursed to the MNFI volunteer. Any issues we will immediately stop granting donations. Unanimous decision - yes,. Asking her to address her family's and take the win.
25. Advisory committee meeting to be scheduled so that next social can be planned. Social to be in November
26. Want to schedule summer picnic. Possible new site?
27. Discussion on adding a 2<sup>nd</sup> Paid board member.... This position will help with posting events, updating gate lists. Motion made to vote, 2<sup>nd</sup> and Unanimous decision made to add 2nd paid member.
  - a. Hourly pay of 20.00 per hour. Cap on hours per month is 124 hours, Motion made and 2nd for wage. Approved unanimous. Re-evaluate hours of all paid members at the end of this year.

28. Jessica offered paid position. Motion made and 2nd. Jessica accepted position. New job title is COO. Yearly renewal. New position goes through December 2024.
  - a. Jessica needs new job title and no longer a voting member. Change email address.
29. Stacy expressed interest in president position. She would keep current job duties. Motion made, 2nd and approved.
30. Vote in December to add 2 members to the board for a total of up to 9 board members. New board in effect in January
31. Next month board meeting will discuss CEO contract and wage - vote November meeting
32. Next month board meeting will discuss MNFI increasing donation (percentage) to general fund - vote November meeting
33. Adjourn 9:03 PM

