

**MN Fundraising Initiative (MNFI)**  
**Sunday, November 5, 2023, Board Agenda**  
**Original Pancake House, Roseville**

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

1. Call to Order 8:26AM
2. CEO/President Update
  - a. Volunteer Issues
    - i. Volunteer issue in Beer Port at Xcel. The remaining information has been redacted for privacy reasons.
    - ii. Volunteer cancelled event at US Bank. The remaining information has been redacted for privacy reasons.
    - iii. 2 cancels at Target Center 2 hours prior to event on 10/28. Volunteers sick and not charging them late fee.
    - iv. No show at HBS and Xcel on 11/4. HBS no show is no longer allowed to volunteer with MNFI.
    - v. Another volunteer cancelled within 48 hours of event. Talked to volunteer and charged cancel fee.
  - b. MNFI Benefits

- i. Exclusive events for MNFI Volunteers – some events that have volunteer numbers will only be open to volunteers who exclusively volunteer for MNFI. Venues want experienced volunteers and less new volunteers.
- ii. What is an inactive volunteer – Inactive volunteer is one that has not volunteered for an event in the past 3 months. Motion made to move inactive volunteers to inactive status. Volunteer will have restricted access to the website however will be able to view past events they have worked.
  - Grants – inactive volunteer able to request grants. Inactive volunteers unable to request reimbursement. Reimbursements only allowed for active volunteers.
  - Donation page – inactive volunteers will be able to view donation page.
- c. Open Board meeting for December scheduled? Next Open Board meeting will be Monday, December 4<sup>th</sup>.
- d. Grants/Donations
  - i. Grants for National dance – No grant unless the trip has been paid for and can supply proper documentation. Working on document to supply to volunteers explaining what we will and will not allow for payment. Specific to lodging and airfare. Will we allow flying into city further away from event and drive? Will we allow them to fly in days prior to event or is that considered a vacation. Will we allow them to stay in air bnb within certain number of miles from event?
  - ii. Twins Donation – waiting on documentation from Venue. Donation to be generalized and posted to website.
  - iii. Allianz Donation – donation received for all events and posted to website.
  - iv. US Bank Donation – received commission for last 5 events in a row. Have not received the donation only the paperwork.
- e. General
  - i. High School basketball – will be at Williams arena same dates as NCAA tournament at Target Center. Will need to staff all shifts (day and night) at both venues.
  - ii. Tips, update – can not be divided and handed out at event. Must be split and included in donation on website. Per IRS rules.

- iii. Union at Allianz – Allianz to bring in union staff for 2024 season. Will still have volunteer opportunities.
- iv. IRS focus for 2024 – IRS to hire staff to specifically focus on non-profit groups. MNFI Volunteers that also work for this specific IRS non-profit department will not be allowed to volunteer.

3. Treasurer/Finance update

- a. Tuition Grant question – Volunteer asking if we will allow grant for smart/runners watch for child that competes in running sport. Need letter from coach recommending that the watch would be helpful for sport.
- b. Volunteer returned portion of tuition grant. Student has signed up for insurance that they did not need. Unable to pay for insurance. Need detailed invoice from school and will pay for tuition only.

4. Committee Updates

- a. Advisory Committee
  - i. Advisory meeting update: Event Location for social in December. Hotel atrium area, Christmas themed social. Serve appetizers and issue 2 drink tickets? More information to follow regarding date.

5. COO update – Hours worked in October 18.75. Hours will be reported monthly. COO to start working on the manager page to include more information on stand sheets, food handling and additional manager information. Events will continue to be posted after 4 even on weekends when there are no events that day.

6. Open Items

- a. Cancellations – add fee for cancel after gate list turned into Venue? Charge \$25 upfront. Send pay-pal invoice to volunteer for payment.
- b. Manager pay for 106 Target Center? \$10.00 instead of \$5.00? Concerts? – to be discussed at December board meeting.
- c. CEO contract renewal and wage – to be discussed among board members and presented at December board meeting.
- d. Increase donation(percentage) to general fund – percentage to the general fund will increase 1% each year in January. This topic will be discussed each year in December prior to the increase going into effect.

- e. Volunteer – signing up as 2 people and other is a current volunteer. Not same household. This ok? Gate list was not correct. Board members ok with this. Will review gate list to make sure updated with other volunteer name.
  - f. Drops – finding their own replacement? Board members ok if Volunteer needs to drop finds own replacement. They need to contact MNFI to update gatelist.
  - g. Target Center – do not clean ice cream machine. Even if deck tells you to. Discussed unprofessional and rude staff member. Will talk to Venue about concerns and suggest stand meeting stay on topic and remain professional.
  - h. Target Center – new burger stand 6 volunteers... change tender stand to 5 volunteers. Agreed burger stand and tender stand need 6 volunteers each. Will increase volunteers needed on sign up page on website.
  - i. Target Center – bud button... Volunteer stating she is putting tips in her own pocket? Add comments to gate list. All tips need to be turned into stand 106 at the end of the night. All tips received from bud button and stands are combined and split amongst all volunteers on donation page. Bud Button to have a manager that will make decision on what volunteers move to open portables. Working on instruction sheet specific to Bud Button volunteers.
7. Adjourn 10:09AM