

Minutes

Board Meeting

Scheduled for January 7th, 2007, 11:00am

Chris Bradburn's
1515 West Field Ave
Ellisville, MO 63011

In Attendance:

Jeff Risley Chris Bradburn Maurine Schmidt Ellie Poulis
Jeannie Chan Stephanie Camden Kathy Morse

Time	Agenda topics	Speaker
11:00	Meeting called to order	Jeff Risley
	<p>President's Report</p> <ol style="list-style-type: none">2007 Goals<ul style="list-style-type: none">End year with 60 members. Currently have 3-4 perspectives that should pay dues this month. Need to update our marketing materials – brochure, business cards, etc. Board needs to help activate new members, get them more involved. Consider a MySpace site/page.Generate \$10,000 of net income. Projects include Ballwin Days, Strassenfest, Glow Necklace sales, possibly joint venture w/Mission Inn (Japanese Festival over Labor Day), working concerts at Riverport, Santa Visits (expand this project and keep some profits for chapter)Expectations of Each Board Member<ul style="list-style-type: none">Chris: run money making projects, hopefully in a committeeKathy: take notes, complete agendasStephanie: help recruit members, activate membersChristy: please keep us informed of what's going on, especially w/Region; help w/booksMaurine: get other members to help or run community projectsEllie: partner w/Stephanie on Diversity Dinners, run ID and get others to run them	Jeff Risley
	<p>Secretary's Report</p> <ol style="list-style-type: none">December minutes approvedPotential modification of Agenda templates<ul style="list-style-type: none">Will modify Agenda to incorporate Old Business and Committee reports	Kathy Morse
	<p>Jaycee Week</p> <ol style="list-style-type: none">Installation Banquet<ul style="list-style-type: none">Sat. Jan 13th, 7-10pm at Spiro's. Guest speaker is Ed Hart, Jennifer Smith has created a power point presentation w/pictures of 2006 activities. Cost is \$25 per person, tax/tip included, pay w/separate checks, cash bar.Jeff will call to find out about the technology capabilities.	

	<ol style="list-style-type: none"> 2. Grave Visits <ul style="list-style-type: none"> • Sun. Jan 14th from 11-1:00pm. Will visit Henry Giessenbier, Jr.'s only, followed by lunch (Those carpooling meet at Chris's at 10:15.) • Stephanie will chair this event. • Jeff will purchase flowers (from his budget) and he will contact Wendy Cox. 3. Happy Hour <ul style="list-style-type: none"> • Mon. Jan 15th from 5-9:30 at EndZone. This is replacing the Wine and Cheese Tasting. 4. Pizza Night <ul style="list-style-type: none"> • Tues. Jan 16th from 6-7:30pm Fortel's. • Ellie will call about using back room. 5. Game Night <ul style="list-style-type: none"> • Wed. Jan 17th from 6-10pm at Chris's. 6. Membership Meeting <ul style="list-style-type: none"> • Thurs. Jan 18th from 7-8:30pm at JCI. As an ice breaker, we will have a hidden taste test of a few wines to determine which people think is most expensive. Hope to have "the wine guy" there to talk about wines. • Jeff will get wine/cheese. 7. State <ul style="list-style-type: none"> • Fri.-Sun. Jan 19-21 at Tan-Tar-A 8. Jeff will call members to remind them about Jaycee Week activities. 	
	<p>Website Committee</p> <ol style="list-style-type: none"> 1. Updates <ul style="list-style-type: none"> • Chris has updated the site to include the new welcome information. Added a search page, updated pictures w/titles. Back end information now available w/some web statistics. Re-registered with search engines. Committee is still working on the short term goals. Will continue to update info and pictures on the various pages. • Stephanie will update our info on Volunteer Match. 	Chris Bradburn
	<p>Membership VP</p> <ol style="list-style-type: none"> 1. Question: Do Happy Hours and Diversity Dinners fall under Membership? <ul style="list-style-type: none"> • Happy Hours are under Membership VP, Diversity Dinners are ID – will alternate months with these. Potentially having Happy Hours second week of month on Wed or Fri. Stephanie suggested Frailey's in Ellisville to help attract younger members. • Ellie and Stephanie will form committee and get new members involved in planning these events. Five Happy Hours \$60 for food/tip. 2. Food at General Membership Meetings <ul style="list-style-type: none"> • Circulate the responsibility of getting food to all Board members. Schedule is: Jeff (Jan), Jeannie (Feb), Kathy (March), Stephanie (April), Maurine (May), Ellie (July), Chris (Aug), Jeff (Sept), Chris (Oct), Kathy (Nov) -- June is 	Stephanie Camden

	<p>Ballwin beer tasting and Dec is holiday party.</p> <ul style="list-style-type: none"> • Jeff will get a cheese platter and crackers for the Jan. meeting. \$40 is allocated for each month via the membership budget to purchase snack and beverage. <p>3. Membership Drives, Incentives to Join, Membership Incentive Program</p> <ul style="list-style-type: none"> • Incentive Plan was designed to reward those people who are active members. <ul style="list-style-type: none"> ○ Put story of program in the Newsletter. ○ Board needs to revisit the current incentive program and points allocation. • January Dues Sale: if renew in Jan pay \$48 instead of \$53 • Membership Incentive Program Ideas: Free housecleaning – every time you recruit a member your name is put in a drawing to win a free housecleaning. <ul style="list-style-type: none"> ○ Jeff and Stephanie will iron out this and other incentive ideas and bring them back to the board. • Get a Member Program: need to promote members recruiting members • Points for Cash donations: we are not doing this <p>4. Dues Billing Process</p> <ul style="list-style-type: none"> • Jeff, Jeannie and Stephanie will discuss this. <p>5. Newsletter Ideas</p> <ul style="list-style-type: none"> • Advertising Member Owned Businesses: this information will be added beginning w/the Feb newsletter • Member Spotlights: <ul style="list-style-type: none"> ○ Stephanie has created a form for this and will generate for the newsletter. • Board member profiles: <ul style="list-style-type: none"> ○ Kathy will profile Board members for Feb newsletter <p>6. New Membership Handbook</p> <ul style="list-style-type: none"> • Still needs to be updated. Once that is complete some will be bound. <p>7. Realistic Projections for 2007</p> <ul style="list-style-type: none"> • 60 members at the end of the year <p>8. Membership Greeting Card Program</p> <ul style="list-style-type: none"> • Jenny Risley will be sending cards to members for birthdays, deaths, marriages, births. <p>9. “Request for Information” Packet</p> <ul style="list-style-type: none"> • Stephanie will help create a packet with chapter history, brochure, etc. Kathy will help with sending these out. <p>10. Awards for Members</p> <ul style="list-style-type: none"> • Jeff and Stephanie will work on this. 	
	<p>Individual Development VP</p> <p>1. General Membership Meeting guest speakers</p> <ul style="list-style-type: none"> • Jan. is The Wine Guy w/wine sampling ice breaker • Have a speaker every other month – March/Wonderland Camp, 	<p>Ellie Poulis</p>

	<p>May/Mentoring (Ellie's boss), rest TBD</p> <ol style="list-style-type: none"> 2. Monthly Dinners <ul style="list-style-type: none"> • ID and Membership VPs working w/members as committee to help get members involved 3. Monthly Hiking <ul style="list-style-type: none"> • Ellie will contact Jenny Risley to see if she is interested in helping w/these. 4. 2007 activity ideas <ul style="list-style-type: none"> • Sporting events (pro and minor league), Earth City indoor speedway, Dave and Buster's, AB Tour, Schlafly's, Grant's Farm, Hiking, Wine/Cheese Tasting, float trip, Bowling, Ice Skating, Beer Tasting for Ballwin Days, BBQ, Zoo Outing, book club, casino night, theatre night, dinner theatre/murder mystery, progressive dinner, winery tour, etc. • Feb ID outings – Bowling Feb. 24th, Ice Skating • Ellie will work on CPG for Diversity Dinners 	
	<p>Community VP</p> <ol style="list-style-type: none"> 1. Santa Visits Paperwork <ul style="list-style-type: none"> • Need to send out rest of thank you notes. Jeff modified a CPG for this project for 2007. • Maurine should learn how to write a book for this project. 2. Walk for Wishes <ul style="list-style-type: none"> • Walk for the Make a Wish Foundation, Jan. 27th at West County Mall in Des Peres from 9-11:00am. Cost is \$20 for adults, walk the mall, free t-shirt. • Jeff will put in a Monday morning message. • Jenny Risley will Chair. 3. Relay for Life <ul style="list-style-type: none"> • June 1-2 4. Sports Trivia Championship <ul style="list-style-type: none"> • Feb 11th, contact Matt Schaefer. 	<p>Maurine Schmidt</p>
	<p>Management VP</p> <ol style="list-style-type: none"> 1. Gumball Machine <ul style="list-style-type: none"> • Is in place at the Pointe in Ballwin. Have made \$86.53 total so far. Potentially will have it paid for by the end of the year. Working on a financial statement to send to Linda – hope to send quarterly. Contract has been deferred to a later date (possibly end of year). 2. Trivia Night <ul style="list-style-type: none"> • May not be a Trivia Night. • Will revisit at a later date, possibly to have in Sept. 3. Alternate Revenue Projects <ul style="list-style-type: none"> • Looking for an event for over Labor Day (potential to partner w/Mission Inn at Japanese Festival or possibly St. Louis County Fair), Ellisville 75th Anniversary, possibly sell food at Eater Egg Hunt (pretzels, snow cones or nachos), Balloon Glow in Forest Park, Riverport Concerts w/Maryland Heights 	<p>Chris Bradburn</p>

	<p>4. 2007 Calendar</p> <ul style="list-style-type: none"> • Continue to put on calendar so we aren't overlapping events. 	
	<p>Treasurer's Report</p> <ol style="list-style-type: none"> 1. Control Issues with Financial Statements <ul style="list-style-type: none"> • Jeff wants a copy of check registry and "budget to actual" every month to show to the membership. 2. Dues Billing <ul style="list-style-type: none"> • Jeff, Jeannie and Stephanie will discuss 3. Budget Proposal/Spreadsheet <ul style="list-style-type: none"> • Jeannie wants the planned and actual budget information for projects. • Jeannie will find or create an expense form for board members to use or to give out to project members who need to be reimbursed. 	<p>Jeannie Chan</p>
	<p>Newsletter Director's Report</p> <ol style="list-style-type: none"> 1. Articles for February Newsletter are due by Jan.23rd. Contact Kathy with any deadline problems/concerns. 	<p>Kathy Morse</p>
	<p>State & Regional</p> <ol style="list-style-type: none"> 1. 	<p>Christy VanPreter</p>
	<p>New Business</p> <ol style="list-style-type: none"> 1. Addition of projects to 2007 calendar to be shown to and approved by General Membership at the Jan GMM. 2. Board review of 2007 Budget. <ul style="list-style-type: none"> • Jeff will send Board a copy for review and approval via email. If approved, then will be shown to General Membership at the Jan GMM for member approval. 	
	<p>Meeting adjourned</p>	