

Meeting Minutes Thursday, January 8, 2015, 6:00PM, Fire Station 3

Board Attendees: Bill Pethtel, Dwayne Bailey, Lee Bodnar, Don Bartlett and David Blanock

Membership Attendees: Kent, Froebe and Wagoner

A. Welcome and Opening Remarks:

Bill

1. Houskeeping & Board Sign Checking Account Papers: Bill welcomed those attending and called the meeting to order at 6:00 p.m. Bill confirmed that Bill, President, David, Treasurer, and Don, Secretary just signed all the appropriate checking account documents.
2. Welcome Dave Blanock: Bill introduced and the board thanked Dave Blanock for stepping forward as a board trustee as treasurer.
3. Review meeting time/day: We realize that all of us have other commitments and responsibilities. After short review and discussion by everyone present, consensus was that we would leave the meeting date and time as is, 2nd Thursday of each month at 6:00 pm. We also recognized that some times individuals have other commitments that have to be worked around and we all will make every effort to attend if possible.

B. Treasurer's Report: Dave Blanock shared that he had received checks and documents from Mary Ann Froebe in early December and was reviewing for details. Dave provided a short handout summary for discussion documented below in order of discussion.

- Checking account beginning balance - as of 2015 - \$ 33,552.93.
- Open 2nd bank account – Dave reported that the above checking account total includes other funds that we are holding for Claymore Soccer and the Madison Joint Rec board.
 - Claymore Soccer funds total approximately \$ 6102.41. They have requested these funds for their upcoming April event.
 - Madison Joint Rec District total is \$5000. Terri Wagoner will provide us with appropriate rec board information and timing needs for spring.
 - Save the Tavern - Dave confirmed in the check book registry that Mary Ann paid the funds we previously held for Save the Tavern after receiving their 501.C.3 approvals. Save the Tavern received - check numbers 400 for \$6280.45 and 401 for \$2325.23 for a total of \$8605.68 written on October 9 and October 15 respectively. All STT funds have been transferred from MCIC.
 - Action Item 1: Dave proposed that we have him open up a second account and transfer respective funds being held for other organizations and keep MCIC only funds in the original checking account. Consensus of the board was for Dave to explore and proceed if it was of value.
- Dave had copies available for all MCIC 2014 activity through our Alover bank account. These are being provided so that board members can review and have a visible means to validate and verify income and expense activity for full disclosure.
- Blank checks received from Mary Ann Froebe and available to write are numbered 411 – 540. That should be enough checks for now as we don't write that many.
- Intuit Quick Books – MCIC cost is \$ 11.09 per month/\$ 133.08 per year. Blanock's question was, do we need this running expense based on the few checks we write. Consensus was to evaluate and address next month.
- IRS issue – We received a notice from the IRS indicating we have an issue with our Form 990E for tax year 2012 (filed in 2013) and have a penalty due of \$1457.58. Our accountant is working on this and thought this could be favorably resolved. Look for forthcoming information.
- We have bills for approval:
 - Accountant 2014 tax filing (for tax year 2013) for \$ 350.
 - We received a PO Box bill in the amount of \$ 68 for 1 year.
 - Motion by Bailey, second by Bodnar to pay both bills. Unanimously approved.
 - MCIC PO Box – Mary Ann has the key to the PO box and has been checking it. Mary Ann Froebe thought Trevor Behm had the other key and should have been given to Bill. We appreciate Mary Ann Froebe doing this for us. Action Item 2: Note; after the meeting, Bartlett checked with Trevor Behm about the 2nd key and Trevor indicated that he never had a PO box key.

- *Madison Merchants Group account balance – On MV books they have about \$1000 from fund raising. They may want to place funds held in their name with MCIC. Linda from Safire recommended lighting for the Main street trees. That project would far exceed the \$1000 budget so things are on hold with the Merchants for now.*
- C. Approval of the December 17, 2014 Special Meeting Minutes: *Copies of the minutes were provided to the membership. A motion was made by Bailey, second by Blanock to approve the minutes as written. Motion passed unanimously.*
At this point of the meeting, 6:30, Mr. Bailey indicated he had to leave because of another meeting commitment. He mentioned that Becky Donaldson contacted him and is asking MCIC for advertising assistance with the planned Arcola Creek spring clean up that will include high school students and other local residents. Action Item 3: Dwayne will email board members with details in the near future.
- D. Project Updates:
- *Contribution Request Form and Food Bank donation: There was a good discussion about MCIC contributions to local community charities, such as Madison Food Bank and others. We thanked Lee for drafting a Contribution Request Form included in the packet this evening. Action Item 4: Bodnar offered to explore other charity organization requirements and draft a short document for our review. It was deemed important to form a sub committee to give direction to help decide what to do with funds raised at the Candy Cane Lane Christmas Bazaar tree donations which totaled approximately \$1431. So we are waiting for more definition before setting up funds to set aside for local charities. Bodnar and Bartlett volunteered to work on this committee. We should have someone from the general membership too.*
 - *Terri Wagoner suggested that we consider purchasing 12 Christmas trees now on sale at 75% off. A motion was made by Bodnar, second by Blanock authorizing Wagoner to purchase 12 trees, not to exceed \$ 125, to sell at later this year. The motion carried unanimously. Bodnar offered to store the trees somewhere in the township buildings.*
- E. Old Business: *At the December 11 meeting, we motioned to give \$ 100 to the Madison Joint Rec Board to help offset the refreshment cost for the December 5th, 2014 Village 'Christmas in the Park' and \$ 100 to the Madison Ministerial Association '2014 Christmas Basket Program'. Unfortunately, the checks were not written. Action Items 5: (1) Terri Wagoner offered to provide a mailing address to Dave so he could send the \$ 100 check to the rec board. (2) Bartlett offered to contact Rev. Alvey for information and work with Dave to get a \$ 100 check to the Madison Ministerial Association.*
- F. New Business:
- *With respect to the Contribution Request Form, Lee offered to dove tail/revise the form to include dollar amounts and information learned from his above action item # 4 into one form. We will review at a future meeting.*
 - *Mary Ann Froebe, on behalf of MCIC, had previously written a grant to Walmart and MCIC received \$ 1000 dollars. Thank you Mary Ann! We especially thank and appreciate this work product and effort. Well done! Action Items 6: (1) Pethel will contact Mary Ann for further details. (2) Lee volunteered to draft a thank you letter to Walmart for approval.*
- G. Questions from Members in Attendance: *None*
- H. Next Meeting Date: *Thursday, February 12, 2015 at Fire Station 3 at 6:00 pm.*
- I. Adjourn: *Motion by Bodnar, second by Blanock, the meeting was adjourned at 6:58 p.m.*

Respectfully submitted, Don Bartlett, Secretary, January 10, 2015