

MAC Board Meeting- St. Paul
June 9, 2016 - Meeting Minutes

I. Called to Order - 10:05 a.m.

- Those present:

Board of Directors: Vanessa Barr, Kelly Nicholson, Danielle Kluz, Vicki Walechka, Karla Bauer, Brenda Skogman, Denise Loy, Shane Baker, Sara Miller, Chris Jensen

By Phone: None

- Executive Director: Bobbi Holtberg

- Additional attendees: Lisa Smith, Kerry Crutty (Maplewood Police Dept.)

II. Agenda

- Changes: None

- Additions: None

Motion to approve June 2016 agenda

Motion 1st: Brenda Skogman

2nd: Sara Miller

Approved

III. Consent Agenda Items

Reviewed May 2016 Secretary Minutes

Motion to approve Secretary's Report from May 2016.

Motion 1st: Danielle Kluz

2nd: Karla Bauer

Approved

Reviewed Treasurer's Report

Motion to approve Treasurer's Report for May 2016.

Motion 1st: Vicki Walechka

2nd: Sara Miller

Approved

Director's Report

See Director's Report in the June 9, 2016 board packet.

MAC has an intern starting soon!

IV. Committee Reports/Updates

- a. Executive Committee: None
- b. Special Events Committee: None
- c. Legislative Committee: None
- d. Publishing Committee: None
- e. Marketing/Development Committee: None
- f. Strategic Planning Committee: None
- g. Financing Committee: None

V. Action Items

Annual Meeting: Continuing to work on silent auction list for donors and collecting prizes. Decided there are enough gift certificates/prizes so do not need to continue calling. Have all speakers confirmed. Plan to put information on the website by mid-July if everything is confirmed for the conference.

Technology Grant: Looking to purchase with these funds a LCD projector, clicker, a new cell phone for MAC, and another laptop for the intern/new position.

Motion was made to approve all purchases (LCD projector, clicker, cell phone, lap-top) related to the technology grant.

Motion 1st: Brenda Skogman

2nd: Danielle Kluz

Approved.

Discussion of purchasing a membership with Constant Contact program. This program allows MAC to produce more professional looking emails/newsletter, \$20/month. Danielle has used it before and also recommends it. We will continue to use Electric Embers for the listserv and discussion.

Reviewed various new logos for MAC – preference towards the MAC logo with the compass (#3-logo in the email) but would like to modify it. Bobbi will talk with design people for some changes. Once we formalize our logo, it will be another 2-3 weeks for the website to be finished. Once completed, they will provide training on how up to update and makes changes and then the site will be able to go “live”.

Member Survey: Reviewed the membership survey and suggestions were made for changes, switch the numerical ordering to start with positive and go to negative and added a #6 – I Don’t Know choice. Bobbi took out the section on training needs since an email survey was already sent. Working on an introductory letter to include with the survey of why it is important to respond and what it will be used for. Bobbi is hoping to have it fine-tuned and completed by July for final review.

Board Source Membership: MAC joined as an individual member to get resources for the executive board, they have a packet/group of books for research and development that would be helpful for training as we move forward.

Location of Board Meetings: Discussion of meeting in another location. It was decide that the July 14th meeting will be held in St. Paul rather than Willmar.

VI. Focused Discussion

Bylaws: Reviewed the changes made to the by-laws. Chris will change the by-law wording to correspond with the term changes. MAC will create a master list of end dates so that the board of directors will revolve 1/3 of the board members each year. There will be other ongoing opportunities to volunteer and assist MAC. Can serve two terms in a row and then need to be off for three years.

Board Committees: Bobbi recommended that we change the current committees to a 5-committee structure. The 5 new committees would be: Executive, Board Development, Budget and Finance, Outreach and Engagement, and Public Policy. The Committee Chair of each board would help lead the meeting and decide when and how often to meet.

Motion made to approve the new committee structure.

Motion 1st: Sara Miller

2nd: Chris Jensen

Approved

Board Recruitment/Job Description: a few changes identified to be corrected, review at next meeting.

**Next meeting: July 14, 2016 from 10:00 – 12:00 p.m. @ MAC Office, St. Paul
(from 12:00 – 1:00 p.m. will be the strategic planning portion)**

VIII. Adjourn

Adjourned at 11:57 a.m.
Motion 1st: Brenda Skogman
2nd: Karla Bauer
Approved

Respectfully Submitted,

Vicki Walechka
Secretary

June 22, 2016: Electronic Motion and Vote

A Motion was made to choose logo #1- Gold compass w/ Blue writing as MAC's new logo.
Motion 1st: Sara Miller
2nd: Shane Baker
Approved