

HI-Michigan September Board Meeting Minutes

SEPTEMBER 8, 2008 6:30 PM

MEETING CALLED BY:	Board
TYPE OF MEETING:	Monthly board meeting
FACILITATOR:	Sue Trudeau
NOTE TAKER:	Janel Yamashiro
ATTENDEES:	Sue Trudeau, Carol Galle, Sally Janacek, Norwood Catron, Mike Willihnganz, Joan Smykowski, Janel Yamashiro, Amanda Trathen. (Missing: Matt Ripper, Markques McKnight)

Agenda topics

CAMPUS OUTREACH GRANT		JOAN SMYKOWSKI
DISCUSSION	Joan and Sue have found a Campus Outreach Grant that would provide the board with funds to hire a student to assist the volunteer coordinator.	
CONCLUSIONS	Everyone agreed that extra help with volunteers would be of great benefit for HI-Michigan. Motion to submit Campus Outreach Grant presented by Carol Galle. Seconded by Norwood Catron. All approved.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Complete Grant	Joan Smykowski	Completed

FORMER HI BUILDING		SUE TRUDEAU
DISCUSSION	Building has been sold for a gross of \$50K with \$46K as the net gain.	
CONCLUSIONS	Everyone was astonished and happy and Bill Evans should be thanked for all of his help in the sale of the building. Mike moved to give Bill Evans a \$100 gift certificate to Andiamo. Norwood second. All approved.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Pick up gift certificate	Sally Janacek	

FINANCES		MARKQUES MCKNIGHT
DISCUSSION	Markques suggested that we should begin researching ways to invest HI funds.	
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Carol will be contacting a financial planner for fees and advice	Carol Galle	N/A

VOLUNTEER REPORT		JOAN SMYKOWSKI
DISCUSSION	Joan presented volunteer report which was also distributed via email.	

TECH TRAINING		JANEL YAMASHIRO
DISCUSSION	Janel has set up a beta intranet set and will be conducting tech training in November for the board to discuss best communication practices and how to use the internet tools provided.	
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Prepare Tech training	Janel Yamashiro	November

ETHNIC DINNER STATUS		JOAN SMYKOWSKI
DISCUSSION	So far only 1 person has signed up for the Arab American Museum dinner.	
CONCLUSIONS	HI board will make an effort to market the event to increase patronage.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Contact local universities by phone to promote	Carol Galle	ASAP
Promote event through email blasts	Joan Smykowski	ASAP
Dropping off copies of fliers to campuses	Sally Janacek	ASAP

MIDWEST CONFERENCE		SUE TRUDEAU
DISCUSSION	Sue will be representing HI-Michigan at the Midwest conference. In response to national council member, Lisa's leave a gift basket is being organized.	
CONCLUSIONS	Sally motioned for HI-Michigan to give a gift from Pewabic Pottery. Cost would be about \$100.00. Carol seconded. All approved.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Pick up Pewabic pottery tile	Sally Janacek	Sept 18, 2008

COUNCIL RECRUITMENT		SUE TRUDEAU
DISCUSSION	HI-Michigan needs more council members to help with committee responsibilities.	
CONCLUSIONS	Guest Amanda Trathen offered to become part of the council. Sally motioned to elect Amanda Trathen on the board to fill vacancy. Norwood second. Approved by board acclimation. All approved.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Joan will email board member documentation to Amanda.	Joan Smykowski	

NEW BUSINESS		SUE TRUDEAU
DISCUSSION	Sue provided summary of the membership survey conducted by the national council. Sue will have the opportunity to present our thoughts and feelings about membership and need any suggestions by Sept 19, 2008.	
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

IMPORTANT DATES	
OCT 9, 2008	Ethnic Dinner: Wine Tasting
OCT 18, 2008	October board meeting
NOV 1, 2008	Annual Member Meeting 1:30 – 5:30
NOV 20 – 22, 2008	NCM
DEC 5, 2008	Holiday Party