

HI-Michigan October Board Meeting Minutes

OCTOBER 13, 2008 6:30

MEETING CALLED BY:	Board
TYPE OF MEETING:	Monthly board meeting
FACILITATOR:	Sue Trudeau
NOTE TAKER:	Janel Yamashiro
ATTENDEES:	Sue Trudeau, Carol Galle, Sally Janacek, Joan Smykowski, Janel Yamashiro, Amanda Trathen.

Agenda topics

NORWOOD CATRON		SUE TRUDEAU
DISCUSSION	Deceased board member, Norwood Catron, has left HI-Michigan a \$100 donation.	
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Receiving and clearing of the donation	Sue Trudeau	
Discuss a possible Travel-ship fund in honor of Norwood	Board	Next Meeting

TREASURER'S REPORT		SUE TRUDEAU
DISCUSSION	HI-Michigan has \$94,474.89 as of 10/13/08. Everyone agreed that a portion of the money should be used to keep and gain board members and another portion invested into a CD.	
CONCLUSIONS	Sally motioned to transfer \$25K into a CD. Carol seconded. All approved.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Transfer funds into CD	Sue Trudeau/Matt Ripper	
Yearly financial report	Sue Trudeau	Nov 1, 2008

VOLUNTEER COORDINATOR'S REPORT		JOAN SMYKOWSKI
DISCUSSION	Joan presented and handed out the report. Overall we are in need of more presenters. We received a grant of \$1500 for the Campus Outreach Coordinator position which was given to Sharif AliDinar.	
CONCLUSIONS	For a more detailed outline of the report please refer Joan's handout.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

INTERNATIONAL DINNER STATUS AND UPDATES	SUE TRUDEAU
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DISCUSSION	<p>The Arab American Museum dinner was well received by all those that attended. Still unsure if we have made a profit from the event.</p> <p>Sally will be proceeding with the Cadieux Café event to ensure its completion.</p> <p>The wine tasting event was cancelled due to lack of enrollment, conflict with Jewish holiday, and under-budgeting. \$200 was lost for the cancellation of the venue, however \$100 of the cost will be returned at the end of the month.</p>
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CONCLUSIONS	<p>Board members are required to submit the pro-forma budget and event planning guide for the planning of future events.</p> <p>And international dinners are fun.</p>
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Organizing the next International Dinner (Cadieux Café)	Sally Janecek, Mike Willinghanz	January-February
Upload photos to website from the Arab American Museum event	Sue Trudeau	

ANNUAL MEMBER MEETING	SUE TRUDEAU
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DISCUSSION	<p>The annual member meeting will be held on Saturday, Nov 1st, 2008 from 1:30-5:30. We were not able to book Kensington and are still looking for a place to hold the board meeting.</p> <p>New board members will be elected at this meeting along with re-elections of member with expired terms.</p>
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CONCLUSIONS	<p>We need to find 2 more board members.</p>
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Work to find new board members	Everyone	ASAP
Contact Detroit Zoo for possible meeting rooms	Janel/Sue	ASAP
Create photo slideshow for membership meeting	Carol Galle	
Create article for website and newsletter highlighting Sally's appearance in bicycling magazine.	Sally, Sue, Janel	

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
JAN 7, 2008	January board meeting
FEB 7, 2008	Board Retreat

Meeting adjourned: 7:47 PM