

PMFC Meeting Minutes

December 9th, 2019 – Annual Meeting

Chamber of Commerce conference room

Meeting was called to order at 1:00 PM

IN ATTENDANCE:

Marie Bittinger – President, presiding

Pam Knudson – Treasurer

Dr. Courtney Phillips DVM

Helen Duvall

Mike Wegner (teleconference)

Doug Bittinger (guest)

Dave Duvall (guest)

1) Motion to approve minutes of Nov. 10th meeting minutes;

Made by Helen

Seconded by Pam

Discussion: Courtney's last name is misspelled. Correct and reprint for inclusion in Corporate records.

Verbal vote taken, motion carried.

2) Motion to approve proposed 2020 budget

Made by Courtney

Seconded by Pam

Discussion: Being our first year, this is a trial budget. Any budget is a guideline, not carved in stone. We may exceed projected costs as long as we also have income to cover those costs.

Discussed meaning of several line items.

Verbal vote taken, motion carried.

3) Motion to set limit for non-Board-approved spending at \$100.00 per incident.

Made by Helen

Seconded by Courtney

Discussion: What types of spending this includes. Must still fall within the budget.

Verbal vote taken, motion carried.

4) View and discuss the new fund raiser greeting cards.

No motions made.

Bundles are 6 cards & 6 envelopes for \$10.00.

Discussion included places where they may be sold.

Courtney took 5 bundles to sell at Cedarwood

Helen took 2 bundles

Pam took 4 bundles

1 Bundle was mailed to Donna Gregg (artist)

1 Bundle each (along with small gifts) was given to Pam, Courtney, Helen, and Mike for their use. 18 cards (3 bundles) were defective from the printer and set aside for internal use.

5) Discussion of other fundraisers:

a) Dogwood Days: end of April or early May, community festival on Liberty Church property.

- b) Valentine party Feb 8th: photo shoot and bake sale, possibly at Cedarwood. Courtney is investigating that.
 - c) Helen Duvall suggested giving each board member a copy of the 501(c)(3) determination letter to use in soliciting gifts and donations from local businesses. All agreed. Doug pledged to get print copies out ASAP.
- 6) Discuss regular Board meeting frequency, day, time, and venue.
Agreed by common consent on Quarterly meetings, to be held Saturday mornings.
Agreed on dates of: March 7th, June 6th, Sept 5th, and Dec 5th (annual).
Marie will check on availability of SMHH&H conference room for these since the Chamber will be closed on Saturdays.
- 7) Motion to adjourn
Made by Helen
Seconded by Pam
No discussion
Verbal vote taken: motion carried. Adjourned at 1:55 PM