

Musselshell Valley Community Foundation (MVCF)
Monthly Board Meeting September 12, 2016
City Office, Roundup, MT

Board members present for the MVCF board meeting: Roberta Hagstrom, Monty Sealey, Bill Milton, Kelly Gebhardt, Linda Picchioni, and Darcy Dutton, Jay Newell, Mike Morgan, and Mark Rosebush. Absent: none

The meeting was opened at 6:02 pm by Kelly Gebhardt.

Guests: Dave Darsow, Donna Marmon, Theresa Doumitt (arrived at 6:30)

An addition to the agenda is signs & fiscal project possibility.

Guest Donna Marmon of Swimmers Forever spoke. The report from Great West Engineering on a feasibility study was reported on. The report was inadequate. After much discussion, Monty will approach Great West Engineering to see if they are willing to look at the project again and give a detailed report. Donna will work with Monty on that.

Guest Dave Darsow gave an overview of the new website. It is a mobile first design and then scales to computers. Question and suggestions were made. He plans to take the website live tomorrow, if we have changes please email him or Berta. We need to send pictures. The treasurer and secretary, along with Berta will have full access in the directors portal to upload or delete documents. An access code was given to the board.

A **motion** to approve the minutes of the previous meeting was made by Bill; Monty 2nd; a question on the last paragraph was clarified to read Montana Community Foundation instead of Central Montana Community Foundation and the minutes were amended. Bill moved to approve the minutes as amended, Monty 2nd, motion carried.

Financial Report: Jay presented the Treasurer's Report and Check Writer Report. Berta moved that we include 4 additional RCP checks: City of Rdp \$50.00 stage rental; City of Rdp \$100 stage deposit; Key Insurance \$81.15 event liability insurance; Electric Church Gospel Singers \$200.00. Darcy moved to pay the bills and accept the Treasurer's report. Bill Seconded. Motion carried. Before moving on discussion was held on being able to approve the credit card bill in a timely manner. Jay will inform the bookkeeper when an item is charged and the item will be a part of the next check writers report. Darcy made a motion to pay credit card charge to Ziggy's for \$4,878.12 for MCRT client. Monty 2nd the motion and the motion carried.

Grants Committee: Darcy reported on outstanding grants. Also, one of the grants had a balance of \$12.24 left over. Monty made a motion to move the balance to next year's grant cycle, Mark 2nd; motion carried.

Membership committee: Jay has a digital copy of the bylaws. He will send it to Monty who will update the bylaws and distribute them to the board for advisement. We will approve the completed bylaws at a future meeting.

RIDE: Discussion was held on the difficulty of having a large event that sometimes loses money and sometimes makes money. This year and the next 2 years the difficulty will be in having the event in the middle of the week which hampers attendance and beer sales. RIDE is still hoping to achieve a major corporate sponsor. They are communicating with the Rodeo people to use the time effectively without overlapping.

A & C: Bill shared the difficulty the small A & C group is having with moving forward. They are hoping to find a group to take on the trails portion of the group. Especially, if the trail expansion comes to fruition.

COMMUNITY STAGE: The Stage was used twice in the last month. They are still dealing with the lighting system and pigeons. Some suggestions were forthcoming.

MCRT: They are working with one fire client.

RCP: Berta spoke about Roundup Day on October 8th which will highlight non-profits in the community, while providing entertainment and a chili feed. MVCF will participate. Need to update brochure. It is from 1:00 PM till 4:00 PM.

Work Plan: Newsletter assignment of articles was discussed. They are due before our October meeting. Kelly – message from President; Mike and Monty – Community Stage; Linda – MCRT; Darcy – Grants; Jay – Financial; Berta – RCP; Bill – A & C and Patrons of the Arts; Linda will check if there were any memorials; Mike will do RIDE; Berta – website; Darcy will send pictures of Symphony from Dale Alger and update list of grants to Jay; Jay – membership list; Monty will print, MVCF will provide ink and paper. The date to fold, label and stamp will be the November meeting on the 14th.

Monty spoke about the signs at the entrance to Roundup. Darcy said Bill Edwards has asked the Chamber to pay for repairs and they agreed. Monty also spoke on the possibility of a group approaching us to become their fiscal sponsor and the project they were looking at. Bill moved that we will entertain a fiscal sponsorship from this group if they come and ask. Monty 2nd the motion. Discussion was held on some criteria on the storage, the availability to community of the system and they do have an officer structure. Motion carried.

Board Planning: There was discussion about an email on a coordinator job description and subsequent grant application that was circulated to the board via email in the week prior to this meeting from Bill. Bill opened the discussion by saying this proposal came about because of the opportunities lost in the community because so many small groups struggle with maintaining adequate volunteers. When the Hopi Funders came in May they were impressed with the collaboration of the community. They encouraged us to build capacity with finding resources to hire a contracted grant writer to continue moving the community forward. In July, Montana Community Foundation decided to award a matching grant to MVCF for building capacity in the community. At the August meeting, discussion and a phone conference with Kathy Bailey of Snowy Mountain Development resulted in the board wanting to use the MCF grant to build capacity in our own group. Bill worked with Jessica Stewart Kuntz of Montana Community Foundation in developing the proposed job description.

Bill asked the group to ask questions or give opinions. Many ideas & opinions were forthcoming. There was concern about the sustainability of hiring a coordinator beyond one year. The job description was too broad, especially in expecting the coordinator to dialog with community partners. We should focus on planned giving. It was asked about what type of match was being asked of us by MCF. (MCF 10K – MVCF 5K). Again, a board member felt it was not sustainable, it was not defined as to the goals we want the coordinator to achieve with area groups. The job description needed a much narrower focus, and questioned what will the coordinator accomplish for this (MVCF) organization. Often grant writers end up spending half their time trying to seek funding for their position. A member liked the idea, but felt there was limited qualified people. The coordinator would end up being a spokesperson for MVCF. We lucked out with Heidi. Another felt the description was too broad, it would be too much work for the amount of money we have available. Someone suggested taking out the 3 convening points. A member was concerned about how this came about since there was no mention of it in the prior meetings minutes. The discussion with Kathy Bailey took place after the meeting had been adjourned. This member was also concerned about the board's ability to evaluate an employee. Finally, a member had concerns about the wording of the coordinator needing a BS/BA or experience. He felt for the depth of communication skills required to do the job, the applicant would need to have a doctorate or master at least. The scope of work was way too large.

To move forward, the board agreed on a narrow scope of work, leaving out the 3 convening points. This would be a contracted position. Also, we agreed that as a board we will decline to hire if applicant does not meet qualifications we are comfortable with. There was discussion on whether the grant application was even feasible with SPCF grant and whether it was feasible for us to raise the money from board or membership. We discussed where we would advertise the position. Some felt that there are people who are capable, just untapped. We then discussed in detail the changes we would like Theresa to make changes to the grant application. The grant application to SPCF needed to be submitted by Thursday.

Darcy made a motion that we submit the grant application to SPCF. Monty 2nd the motion. Kelly called for the vote and the motion carried.

Checks were signed and with no further business, Gebhardt adjourned the meeting at 8:58 PM.

Respectfully Submitted, Linda Picchioni - Secretary