

Minutes – MVPC Board Meeting: June 18, 2024

Tuesday, 6/18/2024

Location: Zoom Meeting

Meeting called to order at 7:05pm

Board Members 2023-2024

President	Rick Graves
Vice President	Daniel Vande Vusse
Secretary	Brian Bauman
Treasurer	Debra Sunderman
Salon Committee	Daniel Vande Vusse, Al Kiecker, Kevin Corrigan
Programs	<i>vacant</i>
Publicity	Phil Davies, Joy Kamano
Exhibits	Lorrie Dahlman, Carrie Rebischke
Website	Joe Santos, Bev Kiecker
Facilities	<i>Vacant</i>
Activities	Don Tredinnick
Photographer's Playground	Don Tredinnick
TCACCC Rep	Craig Peterson
2024 Interclub Judging	Craig Peterson
Eagan Rep	Ken Cheung
PSA Rep	Bev Kiecker
N4C Digital Rep	Rick Graves
N4C Judging Team	Daniel Vande Vusse, Craig Peterson
Historian	Becky Bergmann
Past President	Al Kiecker

Highlighted names indicate attendance.

Members in attendance

Rob Hubbard – Vice President Elect

Officer & Committee Chair Reports

President – Rick Graves

- Vacancies: President, Facilities
- Board for 2024-2025:

President	<i>vacant</i>
Vice President	Rob Hubbard
Secretary	Brian Bauman
Treasurer	Debra Sunderman
Salon Committee	Daniel Vande Vusse, Al Kiecker, Kevin Corrigan
Programs	Rick Graves
Publicity	Phil Davies, Joy Kamano
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TCACCC Rep	Craig Peterson
Eagan Rep	Ken Cheung
PSA Rep	Bev Kiecker
N4C Digital Rep	Terri Greenberg
N4C Judging Team	Rob Hubbard
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Vice President – Daniel Vande Vusse

- Nothing to report

Secretary – Brian Bauman

- Approve May Board Meeting minutes
 - Debra Sunderman made the motion to approve the May Board meeting minutes with Phil Davies seconding. Motion passed unanimously.

Treasurer – Debra Sunderman

Primary Savings				
	Beginning balance			\$5.19
	Deposit (interest)			\$0.00
		Total		\$5.19
Savings -Money Market .70% 0.80%				
	Beginning balance		\$7,042.46	
	Deposit (interest)		\$4.79	
			\$7,047.25	
	transfer to checking		\$200.00	
				\$6,847.25
Checking				
	Beginning balance		\$253.72	
	Deposits		\$270.44	
		Sub total	\$524.16	
	Expenses		\$320.34	
		Checking total		\$203.82
Checking			Total Funds MVPC	\$7,056.26
Deposits				
	2 membership paypal		\$70.44	
Expenses				
	Awards		\$239.50	
	end of yr celebration		\$80.84	
			\$320.34	

- 79 members, New member
- Worked on Budget proposal to be reviewed during New Business
- Reminder that Club Fiscal Year runs September 1st to August 31st

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Salons – Daniel Vande Vusse, Al Kiecker, Kevin Corrigan

Salon Date	Due Date	Topic	Media	Judge
September 2024		Enjoying Life	Digital	
October 2024		Vintage	Prints	
November 2024		Action/ Motion / Speed	Digital	
January 2025		By the Water	Prints	
February 2025		Urban Nature	Digital	
March 2025		Trees	Prints	
April 2025		Event (photojournalism rules)	Digital	
May 2025		Landscape	Prints	
June 2025		Year End Salon	both	

Program Chair – Rick Graves

Date	Presenter	Title/Subject	Remote/In-person	Comment	Fee?
9/5/2024	Deanne Probst	Adapting Vintage Lenses	In Person		No
10/3/2024	Tennessee Rick Elliot	Portraits	Remote		No
11/7/2024	Don Tredinnick	Iceland	In Person		No
12/5/2024	Members	Slideshows	In Person		No
1/2/2025	David duChemin	The Heart of the Photograph	Pre-recorded Video	90 minutes	No
2/6/2025					
3/6/2025					
4/3/2025	John Gregor	Photography Education – Navajo Nation	Tentative In Person		Probably
5/1/2025					
6/5/2025	Salon Committee	Year End Awards	In Person	Date will likely change	No

Activities / Photographers Playground – Don Tredinnick

- Upcoming activities: tbd

Publicity – Phil Davies, Joy Kamano

- Nothing to publicize until the Fall. Will look to print new club brochure.

Exhibits - Lorrie Dahlman and Carrie Rebischke

- Eagan Community Center- Display has been consolidated into one display case. Prints will be refreshed this month.

Website – Joe Santos & Bev Kiecker

- Email Lists (A reminder)
 - The table below lists all the emails that are currently set up in Googlegroups and GoDaddy and how they function and where to manage the personal emails that are listed. The Webmaster builds and maintains all the lists

mvpcboard@googlegroups.com	All board members	Manage in Googlegroups
mvpcinfo@googlegroups.com	President, Secretary, Treasurer and Publicity	Manage in Googlegroups
mvphotoclub@googlegroups.com	All current members	Manage in Googlegroups
To be built, when needed	Inactive Members	Manage in Googlegroups
mvpcsalon@googlegroups.com	Personal emails of salon group	Manage in Googlegroups
n4c-entries-to-mvpc@googlegroups.com	Personal emails of N4C Judging Team	Manage in

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		Googlegroups
To be built	Personal emails of PSA Reps	Manage in Googlegroups
mvpc-psa-team@googlegroups.com	Personal emails of PSA Team	Manage in Googlegroups
mvpc-zoom@googlegroups.com	Personal emails of Zoom Hosts	Manage in Googlegroups
webmaster@minnesotavalleyphotoclub.org	Personal email of Webmaster	Manage in GoDaddy

- Club Calendar
 - Reminder: All Committee Chairs need to supply timely information for the club calendar, as needed.
- Provide any activity pictures via upload app to be posted on site – this will help keep things fresh.

Facilities – vacant

- ISD 191 Note (keep this note until we use the credit)
 - Contact at ISD 191 for facilities use is Kyle Hinrichsen at 952 707-4123
 - We have \$210 -\$140 = \$70 credit remaining toward use of facilities.
 - The cost of rooms varies between \$25 and \$35 per hour.
 - Larger rooms are \$35.
 - Classroom style rooms range from \$20 to \$30 per hour.
 - Room requests require 14 days notice!
 - Certificate Liability of Insurance Requirement
 - the insurance requirement applies only to groups above 75 participants and anyone who requests use of the gymnasium.
 - They no longer offer food service onsite, so it is permissible to bring in outside food.
 - No alcohol policy on all School properties
- Club Equipment
 - Al Kiecker has in his possession the digital projector
 - Club will be retaining our sound system and keep for backup – currently in Al Kiecker’s possession.
- Year End Awards Celebration: Thursday, June 6, 2024.
 - Plan to have cake & coffee
 - Cake and coffee and cookies to be procured by Bonnie Vande Vusse
 - Utensils / napkins / cups, etc. by Becky Bergmann
 - In person at Eagan Municipal Center Training Room only, no Zoom
 - Use normal room setup
 - Request for one member to set up and take photos of award winners

TCACCC Rep – Craig Peterson

- No meetings until September.

Eagan Rep – Ken Cheung

- Upcoming events are noted in emails to club members

PSA Rep – Bev Kiecker

- No report

N4C Digital – Terri Greenberg

- Rick is transitioning to Terri

N4C Judging Team – Daniel Vande Vusse, Craig Peterson

- Craig Peterson is stepping down from this team after the May judging.
 - Craig will transition and mentor new volunteer over the summer
 - N4C has packet of instructions – Craig has good notes and tips and tricks to pass on

Historian – Becky Bergmann

- No report

Past President – Al Kiecker

- No report

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Action Items

- **Action Item:** Changes to website will affect membership & salon numbers. Joe Santos will set up discussions with Daniel Vande Vusse, Rick Graves, Al Kiecker, Bev Kiecker & Deb Sunderman.
 - 2023-12-08 Status: This action is on hold until the web team begins to work on the new membership process. It is unlikely that the salon numbers will need to change.
- **Action Item:** Secretary to mail thank you note to April presenter & May & Year-end

Old Business

New Business

- 2024-2025 Budget
 - Budget discussions and finalization at the June 18 board meeting by those present. See attachment for proposed budget.
 - Due to not having a quorum of 50% of Board member representation, Rick Graves will be sending out the proposed budget for email voting.
 - UPDATE 7/1/24: Rick Graves sent out email to the Board to vote for budget approval by email and respond by 6/30/24. Feedback received:
 - Yes - 14
 - No - 0
 - Abstain - 1
 - No response provided – 2

2024-2025 budget has been approved!!
- Miscellaneous
 - Potential Japan trip late Fall by Phil Davies & Andy Zumbach.

Meeting Adjournment at 8:05pm

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- Attachment – amended 2024-25 Proposed Budget.

MVPC Proposed 2024-25 Budget

Starting Balance		\$7,065.36
Operating Reserve Fund		\$2,500.00
Equipment Reserve Fund		\$400.00
Working Fund		\$3,921.00

Income -dues	
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\$2,821.00	
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7 x 43 = 301 72 x

			Expense	
Activities	Discretionary	Facilities rental for programs	\$200.00	
Dues	Mandatory	N4C	\$60.00	Every year
Dues	Mandatory	PSA	\$-	every 3 year \$12
Dues	Mandatory	TCACCC	\$72.00	\$1@ person
Education	Discretionary	Education	\$200.00	
Equipment	Mandatory	Equipment for zoom meetings	?	
Facility	Mandatory	Room for main meeting	\$-	Eagan training ro
Facility	Discretionary	Third Thursday meeting	\$250.00	Funds coming ou fund
Facility	Discretionary	Holiday Party Room fee	\$-	Eagan training ro
Misc	Mandatory	Misc office supplies	\$35.00	
Third Thursday	Mandatory	Focus night supplies	\$100.00	
Postage	Mandatory	Postage	\$30.00	Includes for mail
Printing	Discretionary	Printing club flyers/new member guides	\$200.00	
Program	Mandatory	Programs -speakers fees	\$300.00	\$100 per speake
Programs	Mandatory	Program - gift cards	\$200.00	
Publicity	Discretionary	Ads in paper	\$110.00	
Exhibits	Discretionary	Exhibit Supplies	\$100.00	
Salon	Mandatory	end of year banquet	\$100.00	1 judge @ 2 dinn
Salon	Mandatory	end of year awards	\$334.00	
Treasurer Supplies	Mandatory	Supplies	\$25.00	
Secretary Supplies	Mandatory	Supplies	\$25.00	
Web	Mandatory	Website Elementor	\$110.00	
Web	Mandatory	Go Daddy		
Web	Mandatory	Zoom subscription	\$165.00	
Projected expense 24-25			\$2,616.00	

Working Fund	\$2,616.00
Income dues	\$2,821.00
	\$205.00

**Excess funds for 24-25
Working fund**

\$205.00	
\$3,921.00	
\$4,126	

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- **Attachment – Room Technical Difficulties Recommendations**

I think we need an AV team. Right now if I do not show up, I am not certain we will have a meeting. Put together a process document. Normal operation and fall back procedures. The AV team shows up 30 minutes before and setup / tests, installs fall back solutions as needed. I do not always get to focus on this, supporting the salon, etc, prior to the start of the meeting.

I also think we need to be prepared for equipment failures. It will happen. It happens at work, we just move to another room. We do not have that option.

Resources we need to hold a meeting;

Presentation Laptop - currently the Club Laptop - New should be reliable, I still bring mine as a spare just in case.

Monitor laptop - Currently my laptop. - See what is being "broadcast". Mute participants who have not muted themselves, Used to test the setup prior to the meeting. Need a wireless headset to listen in to the audio. Could it be done using a phone / tablet as a backup? An AV team member needs to be monitoring this.

Projector - Club has one, we should confirm it works and bring it. Just need a wall if the screen does not come down. We had one meeting where it finally started working just a few minutes before the meeting.

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Sound - Club should have a speaker system, just a decent set of PC speakers is likely good enough. May plug into the same adaptor as the microphones.

Internet - Would need someone with a phone that supports a hotspot and unlimited data, This has never been an issue, so far.

Audience microphone wrangler. - AV team member to move mic to participants in the audience for questions / comments / introduction.

Extension cord and power strip for projector and sound system.

USB C hub, with USB 3 ports. Plug in the microphone adapter, Microphone power supply, USB drives with presentations.

Daniel