

**Madison Blues Society
Monthly Board Meeting
March 12, 2018, Village Lanes, Monona**

Attendance:

Board Members Shari Davis, Christine Johnson, Peter Gill, Julie Ethridge, and Chris Kalmbach (arrived at 7:45)

Absent: Pamela Bean (out of the country)

The meeting was called to order by Christine Johnson at 5:59 p.m.

Minutes:

Secretary Julie Ethridge confirmed that the meeting minutes had been approved by board member in attendance with their suggested changes via email.

Treasurer's Report:

Treasurer Peter Gill handed out revised monthly reports for January as well as a financial statement for February.

It was determined going forward all checks will be included financial reports when they are written, not when the funds are removed from our account by the banks. The report indicated that our income from PayPal did not deduct any service fees. Peter will look into PayPal fees and confirm how fees are accessed and those fees will be included into the financial reports.

We received 2 sales tax notices from the Department of Revenue regarding sales tax. Peter believed that these are duplicated because of the timing of our Picnic and he is working with the Department of Revenue to get this matter resolved.

The 2017 Madison Arts Commission grant of \$1500 was received and deposited in February.

Peter also presented a draft picnic budget that he updated for the 2018 Dane Arts grant proposal he is working on. It shows equal revenue and expenses. Minor tweaks were suggested by board members.

Christine is working with our insurance agent to review our insurance policies. Event Cancellation insurance is no longer being written by our previous carrier, so our agent is shopping for a new policy

We currently carry three types of insurance:

Directors and Officers to protect board members against personal liability

Event Cancellation to help mitigate a loss due cancellation due to weather or other reasons due unexpected forced cancellation

Liability insurance to protect against lawsuits, claims made related to bodily injury of others, and property damage, required by the city of Madison and the underwriter of our Event Cancellation policy. In looking for new Event Cancellation insurance, we must now require that Picnic vendors need a certificate of insurance and need to include MBS as an additional insured.

A new letterhead was presented by Peter and Christine. The tagline "Celebrating Blues Music in the Greater Madison WI Area" was well received by the board. Peter and Christine's work was very much appreciated by the board. Peter will send a version of the letterhead for the Board members.

Music line up was nearly locked down and looks like it will come in at or below budget thanks to the tireless work of the music committee's guidance and Chris Kalmbach's negotiating skills with the bands. A suggestion had been made to fit another music performer into the line up event though the deadline has passed and we are into final negotiations. Christine had already indicated to another musician that the deadline has passed. We agreed to move forward with the line up we had, but decided to make a concentrated effort to get the deadline date published more next year. Also, it was mentioned that we need to make sure bands are aware of our Blues Society Band/Family membership level so that they can stay abreast of our happenings including the deadline for the Picnic.

The board reaffirmed the policy adopted in 2017 that we would not pay for hotels for bands due to liability issues and that where possible, Chris Kalmbach suggested working the band member directly. He also suggested that next year, we put language into our form letter that includes our disclaimers up front.

Blues Kids:

Shari is moving forward with the Blues Kids program and said she has been in contact with Dan Hawks from the Madison Boys and Girls Club and the 2 other educators. Also assisting on behalf of MBS are members Vivian Schmelzer and Kate Hardy. Lessons for the kids are on track to begin in April and we hope to get more video of the performance this year and perhaps some video of their preparation for possible press interest/use ahead of the picnic. Julie Ethridge suggested that the kids get some type of certificate for their participation and the board agreed. Peter said he could help with that if needed.

Sponsorship:

Julie Ethridge said almost all letters have been mailed but she held back on some back because they might need a special phone call or different letter, i.e for the media, etc. She was concerned that the list she worked from included in-kind donation as well as monetary ones. When she follows up with emails as well as phone calls she will be sure to ask for in-kind donations as well.

Website:

Christine will reach out to Katherine Ramirez to trim down her initial proposal to just the website items and remove the additional things proposed (her company handling newsletters, blog posts, etc.) in order to be cost-effective.

Adjournment:

Pete made a motion to adjourn, seconded by Shari and after a unanimous vote, the meeting was adjourned at 8:28 p.m.

Respectfully submitted,

Julie Ethridge, MBS Secretary