

Manhattan Park Foundation
January 7, 2020; 6:30pm; Location: Hanson Center

- A. Call to Order at 6:35pm
- B. Board Members Present: Maripat Janchenko, Liddy Hope, Carla Dvorak; Kevin Malone, and Dan Krekel
MPD representatives: Jay Kelly
- C. Hard copies of Bi-laws were given to Jay and Carla from Liddy
 - a. Jay will electronic scan them to the foundation members.
- D. Minutes approved from Nov. 19th past meeting.
- E. New Business: Approved Quarterly Meeting Dates for 2020 at 6:30pm; Hanson Center
 - a. Monday, January 6th, 2020
 - b. Monday, April 6th, 2020
 - c. Monday, July 20th, 2020
 - d. Monday, October 26th, 2020
- F. Old Business:
 - a. Treasurer's Report
 - i. Liddy; Checks were deposited, waiting for last statement.
 - ii. Account Balance: \$54,891.74
 - iii. Waiting on 1 more outstanding check to be cleared
 - b. New Computer
 - i. Quickbooks need to be uploaded
 - 1. versions need to be decided upon
 - ii. Dan was paid for new computer
 - c. Taxes will be on old/current Quickbooks; Liddy will be taking care of taxes
 - d. Opening new bank account
 - i. Signatures will need to be required for new account.
 - 1. 1 person will need to provide names and each person will go into bank to sign and need information.
 - 2. Needed: Tax ID number and updated Bi-laws Articles
 - 3. Park District is address: 397 SOutH State Street Manhattan, IL 60442
 - e. Old Account
 - i. Dan and Kevin will sign out old account- it takes 2 people to close account.
 - ii. Kevin will call this week and will talk to bank this week. He will update us by Friday, 1/10/2020.
 - 1. Kevin will check to see if an e-document can be used for closing to save Dan a trip to Manteno for closing.
 - iii. We need to make sure the check is cleared and preferred that all checks have been cleared.

- f. Wine Fest Finaicals
- G. Pulled up Excel Document from 2019 Wine Fest; Liddy shared with Maripat
- H. 2019 Wine Fest Profit: \$43,750.62 /\$25,413.26 profit part of balance of account
- I. Shared Documents for future/ more members to have access to data
 - a. Google Doc or Excel spreadsheet
 - i. It should also be accessible to public
 - ii. Spreadsheets to Clean-up
 - 1. Easier access to Scope & Sequence of events
 - iii. Safety- Not sharing personal or account information
- J. Social Media
 - a. Open a Foundation Email and Facebook
 - b. Wine Fest Gmail account has been given to Carla Dvorak
 - c. Facebook is under Liddy's name
 - i. We will need to open new FB account under foundation email
 - ii. 3rd party server
- K. Lawyer: Tim McGrath; Julie Mass secretary Park's lawyer 815.685.05564; tmcgrath@mcgrathandclarklaw.com 1/15th deadline to submit personal data.
 - a. Carla will resend email
- L. Board Member Vacancy
 - a. Recruitment- will be discussed after bi-laws and mission statement have been decided upon.
 - i. Cancelled 'Thank You' dinner and Recruitment Night (from Nov. meeting notes)
- M. Winefest 2020
 - a. Mark your Calendar: Saturday Wine Fest, Sept. 19th
 - i. Park District Details: Adult 5K run early morning Saturday
 - ii. Sunday Barn Fest, Sept. 20th and the Kid-Fun Round Barn Run during event on Sunday.
 - iii. More kid activities/Beer and Wine Sales
 - b. Winefest Time frame: 5 hr. Time frame; 5-10pm Approved
 - c. Band
 - i. Possible Feb. booking.
 - ii. 2019: Beach Bums were used.
 - iii. Looking into bands: Hat Guys (Kevin) Mid-Life Crisis- (Maripat)
 - iv. Jay will have Shannon email us some local band contacts.
 - v. Vendors: Kevin will contact Parmeasans
 - vi. Wine Glasses:
 - 1. In the past, Kevin has looked into companies/ bids on prices-
 - 2. Do we want to change logo? No was consensus. However, possible removal of the 2-pour line. (line was deceiving to consumers)
 - 3. Look into/Setup fees/shipping. 2500 ordered/Bulk/ When would we like to get orders rolling?

- vii. Sponsorship- Local fundraisers instead of raffle baskets? Thoughts on Hosting events future events other than main event: Wine Fest
 - 1. Round Barn Gala
 - 2. Jazz Night

N. Extra Wine

- a. Removal date- Needs temperature controlled atmosphere.
- b. Donation Baskets:
 - i. A gift basket was created and given to the PTO supported Craft Fair
 - ii. Highlight that baskets of 'left-over' wine can be made for networking
 - iii. Business cards

O. Contacts

- a. Email is essential
- b. Agree to answer with follow-up by week's end. Doable?

P. Purpose

- a. Purpose of the Past to start the Wine Fest for the Park District: Legal reasons to hide Park District with liability of large sums.
- b. What is our Foundation Purpose: What is the big picture? What do we want the community to buy into? What can we create opportunities for aim big.
 - i. Working together by analyzing past, present, and future together.
 - ii. Agreed to learn from one another to move forward with clear objectives, organization, and clear goals.
- c. Can we meet with Park District Board and Foundation Team together?
- d. Jay shared the 'Big Picture' of growth from Park District with Vision Boards from the Master Plan

Q. Motion to review Bi-laws.

- a. Review/Mark-up date: Jan. 31st.
- a. Jan. 31st- Mark it up and note it up/

R. Motion to Adjourn Meeting: Kevin Malone stated, Maripat 2nd/ @8:40pm.