



Board of Trustees Minutes
January 10, 2003

- 1) Call to Order
President West called the meeting to order at 3:05 p.m.
- 2) Establishment of Quorum
 - a) Present: West, Davis, Attebery, Berman, Uchill, Gardberg, Wunsch, Hadley, Rosenbaum, Cooper, Barbato, Mitchell, and Ingerson.
 - b) Absent: Sovde
- 3) Approval of Minutes (January 3, 2003) Mitchell moved to approve, Hadley second. Carried.
- 4) Treasurer's Report. Treasurer Davis reported:
 - a) Checking account balance: \$3,766.23
 - b) Money Market account balance: \$11,561.58
 - c) Trustees are requested to turn in all expense items for reimbursement so that the true cost of the operation of the Foundation is reflected in the financial reports. Trustees may mark the receipt for donation if they wish to do so. Checks will be issued for those not marked for donation.
- 5) President's Report. President West:
 - a) Recognized Frank Strocchia's donation of \$1,000
 - b) He has scheduled a meeting with Troon Golf's Jim Stegall to introduce the Charity Golf Committee co-chairs, Barbara Sovde and George Hadley
 - c) Related is introduction to Glenn Christenson, Station Casinos. Mr. Christenson's secretary called the next day to set up a meeting next week.
 - d) Reported a conversation with resident Tom Soong regarding increased participation by the Asian community in the Foundation.
- 6) Standing Committee Reports
 - a) Public Relations—Attebery.
 - (1) Trustee Attebery reported that: "Things are beginning to happen" The Minuteman Ball will be featured on the front cover of the March Sprit.
 - (2) The Invitations committee will handle distribution of invitations.
 - b) Development—Wunsch
 - i) Trustee Wunsch reported that the initial meeting of the Minuteman Souvenir program ad sales team was well attended. 12 of the sales people have received their sales binders and are "in the field."
 - ii) She thanked Cathy Love for her work compiling the list of prospects and the assembling the binders. Kathryn estimated that Cathy had worked 40 to 50 hours.
 - iii) The sales team will meet each Wednesday to turn in completed jobs, replenish supplies, etc.



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- iv) Bob Berman, Co-chair, pointed out the need for additional sales folks to canvass various business in categories not covered by the existing team.
- 7) Ad Hoc Committee Reports
 - a) Ball—Attebery
 - i) Trustee Attebery displayed a floral table centerpiece made by a local florist. The florist proposed that we purchase their \$40 arrangements at a discounted price of \$18 for all tables, plus a ½ page ad in the souvenir program. Trustee Mitchell moved to accept the arrange deal, Trustee Rosenbaum seconded. Motion carried unanimously.
 - ii) Three proposals for preparing the Invitation materials were received with the lowest being \$2,000. This was considerably less than anticipated. Trustee Barbato moved to accept the bid, Trustee Cooper seconded. Motion carried unanimously.
 - iii) Efforts to obtain celebrity award winners is still ongoing:
 - (1) Dick Clark — declined.
 - (2) Barbara Greenspun — declined.
 - (3) John Robinson — trying to move schedules to accommodate us.
 - (4) Nellis Air Force Base — Working with us. Trustees Barbato & Attebery suggested a ceremonial color guard. The Foundation would pick up the tab for their dinner at Trumpets.
 - (5) Debbie Reynolds — Following receipt of a bouquet of roses before her performance at the Orleans announced during the show that she had been awarded the Lifetime Achievement Award by the Minuteman Foundation. Further arrangements are pending.
 - (6) Trustee Attebery reported on the menu and price for the dinner. Trumpets will provide an elaborate cocktail party during the Silent Auction at no charge, followed by a sit down dinner with filet mignon for the entrée (vegetarians accommodated) for a price of \$57.50 plus an 18% gratuity. Trustee Uchill moved to accept, Trustee Davis seconded. 12 Ayes, Trustee Berman No. Motion carried. Discussion afterward centered on adding fowl and fish to the menu. Attebery to pursue.
 - (7) Trustee Wunsch noted that Nevada State Bank personnel would man the Silent Auction cash and credit card operation as volunteers.
 - b) Golf Tournament—West See President's report above.
 - c) Envelope 1. Treasurer Davis reported that the envelopes are to be reprinted. The printer will forward a paper proof copy.



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- 8) Old Business
 - a) Minuteman Ball ticket prices. Continued. Barbara Sovde reports that the price was established at \$125 at the October 25, 2002 Board Meeting.
- 9) New Business
 - a) Establish telephone (answering service) The discussion centered on whether there should be one number to serve both the Foundation and the Community Service Club or two separate lines. After much discussion, Trustee Uchill stated that the Community Association had indicated some months ago that they would provide a line. He will pursue and work with the Communications Chair, Trustee Ingerson and report back at the next meeting. Trustee Attebery moved to table pending report and Rosenbaum seconded. Motion carried unanimously.
 - b) Disbursement Authorization Procedure. See attachment #1.
 - i) Tabled to the next meeting due to lack of time.
 - c) Authorize funding of supplies for the Home Services Committee of the Community Service Club.
 - i) Trustee Wunsch suggested that the Community Service Club prepare a budget stating the needs of the organization, recognizing that much will be "ball park" figures, and report back to the Trustees. The item was tabled pending their report.
 - d) Establish a procedure for mileage reimbursement of CSC volunteer drivers through "Gift Certificate" chits to the Chevron Station at Eastern & Horizon Ridge.
 - i) Trustee Berman will pursue the item with the Station operator. Community Service Club will be asked to develop an equitable procedure.
- 10) Non-agenda comments
 - a) Trustees Wunsch and Davis reported on their visit with Nevada State Bank regarding establishment of a Merchant Account to enable the Foundation to take payments through the use of credit cards. One-time fees would be \$60, with recurring charges of \$240/per annum plus 2.65% of the transaction amount plus \$.15 per transaction. Discussion turned to the proposed use of the Sun City Anthem Community Association's merchant account. At last report the association was studying the proposal. Trustee Davis stated that to enable the web site to accept credit cards was even more onerous. Set up fees of \$396 and recurring charges of \$336 per annum, plus transaction fees of \$.15 in excess of 500 transactions in any month. PayPal an eBay company provided a facility with no setup fees and the transaction fees are 2.9 % of the transaction amount plus \$.30 per transaction. No action taken
 - b) Trustee Davis stated that he would add the PayPal donation on his web site later in the evening.



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- c) Trustee Cooper stated that the Community Service Club would come back with a list of needs.
- 11) Establish time for next meeting.
 - a) The next meeting will be at 3:00 p.m. Friday, January 17, 2003
- 12) Adjourn Meeting
 - a) President West adjourned the meeting at 4:52 p.m.

Respectively submitted by:

Chuck Davis, Founding Treasurer