

# Meeting Minutes from January 4, 2023

January 12, 2023

Happy New Year, Everyone!

Meeting Minutes from January 4, 2023

Meeting of the NPLC was called to order on Wednesday January 4, 2023, at 7:00 PM by President, Mike Johnson

Members present: Kelly Johnson, Mary Halbig, Jason Roberts, Cari Roberts, Caralee Griffith, Lynnette Bell, Jeff Bell

Next meeting date/time: Wednesday, February 1, 2023

Prior Meeting Minutes from 12/07/2022 - Approved

Membership dues for 2021/2022 Lions Year (7/1/21-6/30/22) – members may pay in full or pay half in 2022 and half in 2023. Half of the member dues need to be paid by the 1st of January.

- Individual dues = \$52.50
- Family dues = \$100.80

Dues to be paid: Jennifer Siek

## **Finance:**

- Community Fund - \$2,721.69
- Gaming - \$2,241.65
- Billing - \$1,927.21

Kelly is setting up all bills to Auto Pay – THANK YOU, Kelly.

The Condon Fire bill is passed due – Kelly will pay and bring this up to date.

## **Community Fund & Giving Back:**

We received a “Thank-You” letter from the NPHS Gymnastics team for our donation in December 2022 towards their 2023 uniforms.

Mary shared a “Thank-You” response from the Sugar Creek Fire Department for our \$1,500 donation in December 2022 and shared that this helped provide Christmas for 7 families/15 kids in need.

### **Building Maintenance:**

Jason, Eric, and Tracy to meet and discuss when the roof can be scheduled for repair.

Mike to install locks on the Gaming and Liquor cabinets. Mike

Mike to install a new lock on 1 of the storeroom doors to first test it out and will then install locks on both kitchen doors and all interior doors. Kelly will order the locks.

Mary to f/u with Tracy about the locks on the glass doors.

We will use a lockbox lock like what realtors use for rentals.

Cameras – Mike to install more on Jan. 14th

Shadow Boxes – some renters have complained about them. Group discussed the option to add a curtain rod so renters can cover them during events.

Jason to reach out to CGS about adjusting the pickup times for trash and possibly a smaller trash bin.

### **Rentals:**

Mike is looking into a phone for Cari to use to manage the rentals. Trying to use our current provider Comcast to obtain a new cell phone for rental management.

Mike received information from Mark about updating the website – we may switch to a new provider and update the Lions site. Yay!

Upcoming Softball/Baseball Pancake Breakfasts – Cari has not heard from the teams on securing a date. March 11th is already booked for a wedding. In the past the teams usually have the breakfasts the 2 Saturdays before spring break. Mary asked Cari to “HOLD” March 4th for the Softball team and March 18th for the Baseball team. Mary to f/u with Tracy about reaching out to contacts regarding the dates, buying the food and preparing the food this year. The club can help with setup and ensure we have the equipment and tools needed to cook, prepare, and serve the pancake breakfasts.

Choir booked their date in 2023 for their banquet and their rental is also free. Even though

their involvement at the FF was a fundraiser for them we agreed last year to waive the rental fee in exchange for advertising/sponsorship in their programs...if memory serves me well. We will request the choir to pay a \$100 cleaning fee if they cannot move their date to Monday-Thursday. At this time there is not a rental on Saturday but in case there is, and they keep their date on Friday night we need to ensure the hall is cleaned ahead of a potential Saturday rental.

Chamber of Commerce – holds their monthly meetings at the club. The rental has been waived in exchange for our membership at the CoC. They are looking for a new caterer and asking about the use of the kitchen. The group discussed charging a \$100 cleaning fee if moving forward they will now be using the kitchen. Will also discuss with them that they will need to setup their tables and chairs and put them up. We discussed reaching out to CoC to attend one of our meetings to discuss and level set expectations and ensure we continue a strong partnership. Caralee will reach out to CoC for a contact and ask to attend a meeting.

Cari received a text from Waylin's Heroes which is a non-for-profit organization that provides service animals for veterans. They are reaching out asking about using our parking lot and bathrooms for a Car Show Fundraiser on Saturday, August 5th from 8 AM – 2 PM. They will have food trucks and merchandise to sell. They will also have a 50/50 raffle which Cari will explain that a Lions member will have to operate. We discussed that this could be our Q3 non-for-profit rental discount of \$250 and apply the \$100 cleaning fee since they want to use our bathrooms. Kelly made a motion and Mary seconded it to offer them the \$250 fee + \$100 cleaning fee.

- 7 votes in total
- 7 – YES

The date is available - Cari will notify Waylin's Heroes.

#### **OLD Business:**

Christmas Decorations – will take them down when we meet on January 14th for the Bingo/Raffle pre-sale tickets. Kelly, Mary and Cari to meet on the 14th to sell raffle tickets.

Circus: Mark your calendars – Circus is coming on May 1st!

Dave from the circus reached out to Kelly and Cari with details about the circus but forgot he was working with Caralee. Caralee will contact Dave (217-615-4169) regarding signing the contract and details on ticket sales. More to come at our meeting in February.

Notes from meeting on 11/2/22:

**How it works:**

Will be coming in 2023. Caralee gave an update tonight on the Circus – lots of information! Let me know if I missed anything. This will be the 3rd time the Lions Club has hosted this 1 ring circus – FUN for all!

\$290 deposit was paid in 2020. If we sell 200 adult tickets, then we will get our deposit back.

Scheduled for May 1, 2023 – Monday night. Circus will arrive around 9:30 AM on May 1st to setup.

2 shows 5 PM and 7:30 PM – could add a 3rd show if we sell lots of tickets.

Clown will come to entertain patrons observing the setup.

There will be a clown to tour the pre-school and Elementary schools – 7-10 days ahead of May 1st to rally interest and promote sells.

Cash only for tickets. If they write a check it needs to be made to the LC and then we pay the circus. Mark asked if we could use Venmo – Caralee said yes, we can explore that.

We make money from pre-sale tickets. Push online ticket sales. Caralee, please confirm, do we receive 50% of first 100 presale ticket sales or do we receive 50% after the first 100 are sold?

Tickets sold the day off we do not receive a profit from.

Ticket prices: Pre-sale – Adults \$13 and children \$8. Day of: Adults \$16 and children \$9. What is the age for a child?

**Kitchen/Storeroom:**

Cleanup/painting: Jeff Bell to reach out to Bruce Vester for a quote to give the kitchen a deep clean before we paint. Once cleaned we will set a date where all members can gather to paint the kitchen. We will also need new ceiling tiles in the kitchen.

Changes to storage room: We need to rearrange and organize the storage room. If we do it right, we may be able to have half of the room divided up so that it can be a “dressing room” for brides/bridal parties. Think on this – will need to pick a date for members to come and help rearrange and organize the storage room.

Cost of rent for use of kitchen: In our last meeting we voted to rent the use of the entire

kitchen for \$500 with a 1-day liability insurance policy (valued at 1 million). Cari will email Tracy updates to the lease to include the option to rent the kitchen.

### **Cash Bingo:**

Next Cash Bingo dates: TBD

We will not have Cash Bingo in January or February. Not enough members available to work it.

Spring Bingo: Mark your calendars – April 27th! This is an ALL-members hands on deck event!

Event tickets will be \$50.00 – 280 spots.

Dinner – Possibly McAlister’s again – Mary to reach out to our friends at Jersey Mike’s in Greenfield about preparing the meal this spring and request a quote. With the windows open it will be easier to serve the meals inside this year.

Pre-sale of raffle tickets – January 14th. Kelly, Mary and Cari will be available to help with the pre-sale.

- 200 raffle tickets for \$100
- 75 raffle tickets for \$35

New ticket in the pre-sale this year: Special VIP ticket - \$176 – includes:

Special VIP raffle ticket

- 250 Raffle tickets
- \$50 Event Entry Ticket
- \$1 Bingo ticket
- \$25 Raffle ticket

### **NEW Business:**

2023 Calendar Plan:

When we meet in February let’s define our calendar of events for 2023 so we can plan

resources accordingly.

Kelly will also prepare a budget.

Adjournment

Minutes Respectfully submitted,

Mary Halbig, Secretary

New Palestine Lions Club