



[mtbaexecsecretary@outlook.com](mailto:mtbaexecsecretary@outlook.com)

[www.marquettetownship.biz](http://www.marquettetownship.biz)

## BOARD MEETING MINUTES

Tuesday, May 21, 2024 – 11:30am – Township Hall

### 1. Roll Call

#### A. PRESENT:

- Frank Stabile - Chairman (Superior Oasis)
- Michael Morgan – Co-Chairman (First National Trust & Wealth Management)
- Jenn Wallner – Treasurer (Tailored CPA's)
- Chuck Williams (mediaBrew)

#### B. ABSENT

- Michelle LaJoie (CAAM)
- Jim Borowski (Goodwill)

#### C. GUESTS - None

### 2. Consent Agenda

#### A. Treasurers Report:

- a. Bank Statement Balances as of April 30, 2024:
  - i. Checking: \$2,605.17
  - ii. Savings: \$3,553.58
  - iii. CD 5.05% (Matures 8/29/2024): \$7,177.37
- b. Invoices Paid:
  - i. State of Michigan Raffle License: \$50
  - ii. Marquette Alternative High School Donation: \$250
  - iii. North Star Montessori Academy Donation: \$250
  - iv. Sarah Stabile for Secretarial Services: March \$180
- c. Invoices to be Paid:
  - i. Media Brew: \$100
  - ii. Sarah Stabile for Secretarial Services: April \$99
  - iii. Hudson's Catering: \$300

#### B. Correspondence: None

### 3. Regular Agenda

A. **Motion for Approval of May Agenda, February, March & April Meeting Minutes, and Consent Agenda-** Jenn Wallner motions, Mike Morgan seconds, motion passes.

B. **Reports:** No reports, joint meeting to follow.

- a. **Marquette Township Board Treasurer (Andrew Rickauer):**
- b. **Events (Chuck Williams):**
- c. **Marquette Township Planning & Zoning Administrator (Erik Powers):**
- d. **DDA Update (Frank Stabile):**
- e. **MTBA Facebook Page & Website (Sarah Stabile):**

**C. Membership:**

- a. **Members:** 43
- b. **New Board Members**

**D. New Business:**

a. **Executive Secretary Hourly Wage Increase:**

- i. The executive secretary wage has been at \$12 an hour for a while now and there has been previous discussion to raise the hourly wage.
- ii. The hourly wage was based off the secretary receiving \$100 a month for a total of \$1,200.
- iii. In 2023 there was a total of 65.16 hours totaling to \$781.92.
- iv. So far in 2024 there is a total of 33.75 hours.
  - 1. Jenn has done the math to see what 2024 may total to, which would be 87.75 hours, totaling to \$1,228.50.
- v. The MTBA has not even been reaching the \$1,200 yearly budget allocated for the executive secretary.

vi. **Jenn Wallner motions to raise the executive secretary wage to \$14 an hour and to discuss the hourly wage annually. Mike Morgan supports this motion. Motion passes.**

b. **Joint Township Meeting:**

- i. Joint meeting is happening today!
- ii. Nothing to add to joint meeting agenda.

c. **Transfer of Roundabout Funds to Community Days Donation of \$500:**

- i. The MTBA had donated \$500 to the Township for the roundabout sign design a few years back.
- ii. Since then, the State has said no signage is allowed in the roundabout.
- iii. The \$500 has been sitting, unused.
- iv. The MTBA wants to request to move this \$500 to the events committee for the annual \$500 donation to Community Days.

v. **Mike Morgan motions to requests that the funds previously allocated for the roundabout signage be transferred for the MTBA Community Days yearly donation. Chuck Williams supports this motion. Motion passes.**

- vi. Will discuss with the Township at the joint meeting.

**E. Unfinished Business:**

a. **Raffle:**

- i. The raffle license has been approved. The last step is printing the raffle tickets.
- ii. Sarah cannot get the tickets printed until a date and location has been decided on because that needs to go on the tickets.
- iii. Once the location is decided, Sarah will get the tickets printed from Pride Printing.

b. **Strategic Meeting Discussion:**

- i. The board has discussed the strategic planning for a few months now and a decision needs to be made as to which direction the MTBA wants to go regarding LSCP.
- ii. Most of the MTBA board is already members of LSCP, therefore we are getting all of the information benefits already.
- iii. The board has discussed that the fee for membership is too high for the MTBA to pay and the board is unsure of the benefits we would be receiving.

iv. **Jenn Wallner motions that the MBTA does not want to join or become a member of LSCP and suggests that LSCP hosts an annual meeting with all organizations to showcase what they do and can offer. Mike Morgan seconds this motion. Motion passes.**

c. **Business Cards:**

- i. Sarah worked with Adam at mediaBrew to finalize a business card design, which has been sent over to Pride Printing to be printed.

**F. Donations**

a. **Yearly Donations:**

- i. Marquette Alternative High School- Completed!
- ii. North Star Montessori Academy- Completed!

- iii. Car Show & Christmas Tree Lighting (mediaBrew):
  - 1. There has been a lot of email discussion regarding the sponsorship of these two events and if the MTBA can afford the price increase.
  - 2. The raffle was a great idea to raise money, but now if the MTBA has to pay the same amount of money to sell tickets at an event, we will not be making any money or possibly losing money.
  - 3. The MTBA is a nonprofit and only earns a small amount of money from membership each year, so there is not a lot of extra money. This can be seen from the MTBA expenses sheet that was sent out via email.
  - 4. Chuck has expressed his opinion as a MTBA board member and as the owner of mediaBrew: As a board member he does not think that it's worth it to purchase a sponsorship package to sell raffle tickets with the income of the raffle having to pay for the sponsorship, therefore earning the MTBA no money. As a business owner Chuck explains that there are a lot of expenses for these events, especially since they have grown. He recognizes that we are a nonprofit, but there are many nonprofits in the Township and it's impossible to allow free access for all nonprofits to these events.
  - 5. Franks discussed the role the MTBA has played in the Township events, the importance of the MTBA presence, and the fact that we are a nonprofit, originally helping out the events committee and the Township.
  - 6. Chuck suggests that the MTBA donates \$500 to just one event (car show OR tree lighting). At the event of our choosing, we can set up a table and sell our raffle tickets.
  - 7. The board agrees that the car show would be the best event to sell raffle tickets at and the drawing will happen the day of the tree lighting, but not at the event.
  - 8. Mike Morgan motions to accept Chuck Williams offer to participate in the car show and to sell raffle tickets during it. Jenn Wallner supports this motion. Motion passes.
- iv. Community Days (Marquette Township):
  - 1. This will be discussed at the joint meeting.

**Next Meeting: Tuesday, June 18<sup>th</sup>, 2024 – Hudson's Classic Grill**

Meeting ends at 12:11pm.