

**Montana Professional Photographers Association**  
**Board of Directors Meeting**  
**November 13, 2017**

**Meeting Attendance:** Trevon Baker, Leslie Bohle, Joni Dietz, Cathy Nelson, Ross Magnuson, Becky Bos, Heather Parker, Cathy Nelson, Melissa Reynolds, Pamela Dunn Parrish

(Joined late: Melissa Mestdagh)

(Absent: Fallon Mindt)

Trevon called the meeting to order. The minutes were sent out ahead of time via e-mail. The reading of the minutes was waived. There were no corrections or changes. Cathy mentioned that the amount transferred from the money market account was \$9,977.86. Leslie motioned to approve the minutes as written, Pamela seconded the motion and the minutes were accepted as written.

Cathy sent out the financial reports via e-mail ahead of time and as of October 31<sup>st</sup> the Savings account was \$45,367.93, which is money from the endowment fund and \$14,775.48 in checking. As of today, the checking account balance is 14,533.30. Cathy gave an overview of the money that has been transferred and deposited this year. In January the savings account was 2,180.61 and then in April \$3,000 was transferred from checking into savings. That \$3,000 was money from the raffle at convention. In May, \$11,000 from the American funds account went into the checking account. In August \$4,159.69 was transferred into checking so that the endowment money could be put into the savings account and be kept separate. Trevon briefly went over the income/expenses from Fall Focus. Trevon called for a motion to accept the treasurer's report as submitted. Ross made a motion to accept the treasurer's report as submitted and Leslie seconded the motion. All were in favor and the treasurer's report was accepted.

**Officer Reports**

**Presidents report:** Trevon mentioned it was good to see everyone in Helena for Fall Focus.

**1<sup>st</sup> Vice President:** Leslie reported on the progress for convention 2018. Nothing has changed since last time we met. She is still waiting on two contracts to be returned. After Christmas she is planning on getting together with Heather and will figure out the meals and fine details. She will also be finishing the time line soon and will e-mail everyone when she gets it done. Heather mentioned that Jeff will be making the reservations for his own flight and Mark will not be staying for the whole convention, but only 2 days. Jill and Kathy still need to get us their bios

and any other information they would like us to use for promoting convention. Trevon suggested we send out a teaser e-mail for each speaker individually. Heather will work on it and Leslie said she could also help get those out. Leslie mentioned that Clark has some ideas for other educational type programs to have throughout the year so there are more frequent programs to offer. She will talk to him more about this when they get together.

**2<sup>nd</sup> Vice President:** Melissa M. thanked everyone for their help with Fall Focus. She is starting to work towards planning the 2019 convention.

**Endowment Committee:** Trevon reported that he sent out the revised copy of the new investment policy. The endowment committee met via conference call with the investment advisor and they were able to get all their questions answered and he is ready to go as soon as we are. Heather asked if there are any additional fees associated with the mutual funds and Trevon said there are no additional fees. Trevon called for a motion to accept the new investment policy. Leslie motioned to accept the new investment policy as written with the initial investment being \$45,367.93, Joni seconded the motion. All were in favor and the new investment policy was accepted as written. Trevon mentioned that he will need a copy of the articles of incorporation (which would be our By-laws), a W-9 showing our tax ID number and contact information for the two signers on the account. Trevon suggested that he have the business manager and treasurer be the signers as their positions do not change every year. Heather was wondering if you would need to be there in person to sign and Trevon said they would not need to be physically present. Ross wondered who would be approving the withdrawals. Trevon said it would be directed by the board. They would make a request to the endowment committee (investment committee) and then after they approve the request the business manager and treasurer could make the withdrawal. Trevon called for a motion. Leslie motioned to have the treasurer and business manager to be the signers on the new investment account, Pamela seconded the motion. All were in favor and the motion passed.

**By-Law Committee:** Ross reported that they are just waiting for the new policy from the endowment committee and then they will be able to finish up the By-Laws. When he gets the information from Trevon he will finish them up and send it to the By-Law committee again and once they approve it we can send a copy out to the membership. Heather was wondering why under Article 3 there needs to be an out of state membership? Trevon said according to the By-Laws state that the association is bound by the boundaries of the state. We have to have a separate out of state membership. Ross said it was because the boundaries of the association are the state of Montana. She was also curious how to figure out the lifetime membership. Ross will talk to the committee, but he said it should be up to the individual to provide proof of a lifetime membership. Melissa R. also commented that the out of state membership also plays into the awards for print competition and there has been confusion over this in the past. You can enter as an out of state entry, but that doesn't mean they can't be a member of the

MPPA. Some people have been confused that they can't be a member if they are out of state. She wondered if we can name it something different to reduce confusion. Heather mentioned maybe change the wording in the rules to say a non-member print entry instead of out of state? Trevon doesn't want to say non-member so that we don't have people entering that are not members of any professional organization. We will table this until Fallon is here and we can talk about it. Melissa will talk to her and see what she thinks. Heather mentioned that she would like to see the requirements to be on the board to be 2 years as a member instead of 3 years. Trevon said it is actually 2 years already.

**Fellowship Committee:** Joni reported that there were 8 submissions this year and at least 1 will get the Fellowship award in April at convention. She is going to e-mail Becky an article about the Service/Fellowship awards so we can put it in the next newsletter. Most people are not aware of how that works and it will be good to make everyone aware of how to receive these. Heather would like Joni to look on the web page and make sure everything is accurate about the Service/Fellowship information and if there needs to be any changes to let her know.

**Newsletter:** Becky reported that they will be sending out re-cap of Fall Focus soon and if anyone has any images from Fall Focus of Carl teaching or of the bed and breakfast to send them to her.

Heather has figured out how to do a members only link on the web page and now she just needs to add content to it. She mentioned that maybe we could get some discount codes from vendors that will be coming to convention. Joni mentioned that maybe we should consider having WHCC be the only lab at convention. Melissa M thought that they might consider helping with the cost of the awards if we put their logo on them. She also has some fun ideas for games at the tradeshow. Melissa and Joni will talk about this later.

**Old business:** Trevon talked about increasing revenue. Cathy sent out a list earlier of ideas. Leslie is still going to check on getting free tuition to Texas School that we can raffle off. She also mentioned that we should talk to Kim Critchfield and see if he would be willing to give us a weekend in Yellowstone that he leads every year that we could also raffle off. Trevon wanted to know what the specific dollar amount for membership would be with the 12.5% increase. Heather said it would be \$111.50 for membership dues, \$84.50 for aspiring members and associate members. The convention dues would be \$369 with the bundle and save option, \$307.50 for just convention (for members) and \$419 for non-members for convention. Trevon would also like a write up about this for the newsletter. He was wondering when the due date is for the membership dues to be paid. If the dues are paid by February 1<sup>st</sup>, you will receive a service merit. He wondered if we could make them due February 1<sup>st</sup> and then everyone would get a service merit. Ross mentioned that maybe we could lower the membership price if people renew earlier and then raise the price for anyone after that. Heather said that would be

easy to do. Trevon mentioned maybe having late fees if you don't renew by a certain date. Ross wondered what happens when someone signs up for membership at Fall Focus and do they need to pay again at the first of the next year? Heather said that doesn't usually happen, but if it did she would roll it over to the next year. Trevon would like all of this to be spelled out very clearly so everyone knows what to expect. Nothing was decided on a date for dues to be paid by.

Leslie has been working on the mentorship program and getting everything written out. She has e-mailed out a copy of what she has for the mentorship program that contains profile sheets for both the mentor and mentee. Joni has agreed to facilitate this program. There are now 5 people interested and Trevon has 2 of them already paired up with mentors. Trevon had a couple wording recommendations for the form and Leslie will make those changes. Leslie is also going to add some things about style so that people can get paired with someone with a similar style. She would also like to develop a packet with information about what to expect. She will make those changes and send it out to us again. Leslie also was wondering what we should say about the qualifications of a mentor. If anyone has any thoughts on that, please e-mail her. Also, let her know if you are interested in being a mentor. Trevon entertained a motion to adjourn. Leslie made a motion to adjourn the meeting, Ross seconded the motion. All were in favor and the meeting was adjourned.

The next meeting will be January 8, 2017 at 8:00pm

Secretary, Rebecca Bos