

**Minutes FJC Meeting
October 10, 2013 6:45PM
Blackstone Coffee
Fredericksburg, VA.**

All Present

Bruce Middle (acting Chairperson)
Nathan Masters (Logistics Director)
Chris Fink (Treasurer)
Satchidanand Haridas (Webmaster)
Harold Brooks
Abbe Buck

1. Directors meeting to be scheduled every quarter on the 2nd Wednesday: Jan.8, 2014; April 9, 2014; July 9, 2014; October 8, 2014. Location TBA.
2. Clarify the language and description of the roles of the: Promotions Director and Logistics Director.
3. A call to a Membership Meeting to take place at The Colonial Tavern on November 14, 2013 preceding the FJC Jazz Jam. Prepare a formal letter defining our mission and need for volunteers to step forward and help our cause.
4. VP to renegotiate the terms of the agreement of The FJC Jazz Jam at The Colonial Tavern.
 - Increase in pay for the current agreed time of 8 - 11PM
 - Move the start time to 7:30PM and if no pay increase, reduce the length of time by 30-60 minutes.
 - Set up a tip jar/bucket for FJC. It will be the Directors decision to determine what to do with the money.
5. Use our current finances to boost our marketing efforts.
6. Update our redesign our current website (photos, music clips, links, video)
7. FJC website: Add a check list of tasks that need to be addressed. Include a space for individuals to initial their acceptance and acknowledgement of taking on and completing a particular task.
8. Update our FJC Facebook banner to include an FJC link or web site url for easy visibility.
9. Add more photos, video and important info to Facebook.
10. Under the heading Harold Brooks/ Mike Barker on The FJC "NEW" Goals since May 2013 (see below):
 - Harold to complete items: 1&2
 - Mike and Bruce to complete items: 3 & 4 as specified by contact with schools in each jurisdiction.
 - Each hosting band leader to select and post the tunes for the Jazz Jam. FJC will create and maintain a master list. The list is to be made available through all electronic media.
 - Harold and Bruce to seek out new venues to produce ongoing events for FJC.
 - Design a T-Shirt/Cap
 - FJC Demo CD. Let's contact our band membership to collaborate on a compilation disc for promo purposes.
11. Abbe Buck has volunteered to spearhead the marketing efforts for FJC through her PR firm. She will manage a constant contact data base the will be linked from our membership/ subscriber base and social media.

ADDENDUM: "New" Goals since May 2013

1. Listing FJC Jam on Richmond Jazz Society Calendar
2. Visit Richmond Jazz Society offices in person to set up coordination.
3. Send note to Prof. Antonio Garcia ("Tony") at VCU, asking him to consider plugging the FJC and the jam in his excellent VCU Jazz News newsletter.
4. Letter & poster to high school band directors at James Monroe, Stafford, Brooke Point, Riverbend, North Stafford, Colonial Forge, Mountain View, Chancellor, Courtland, Spotsylvania, Caroline, and King George High Schools.
5. Producing a monthly or otherwise regular "FJC Tunes of the Month" to push to our audience.
6. Add bulletin/message board utility to website.
7. Special Event.
8. T-Shirts/Caps
9. FJC Promotional demo CD of 5 – 8 tunes.
10. Assorted Jazz Jam Improvements
11. Cool posters on telephone poles
12. Brief survey direct mail idea.
13. Get the venue to promote the event.