

## **FJC Quarterly Board Meeting Minutes: October 8, 2014**

Members of the FJC Board met 7:00 PM, Wednesday October 8/2014, at Aladin's Restaurant in Fredericksburg, Virginia. The necessary 5 member quorum was met.

### **Board Members Present:**

Harold Brooks, Archivist  
Alvin Calhoun, Treasurer  
Maxine Clark, Chairman  
Gerard Easley, Promotions Committee Director  
Chris Fink, Webmaster

### **Absent Board Members**

Mike Barker, Logistics Committee Director  
Karen Young, Vice Chairman

Agenda: See the attached FJC Quarterly Meeting Agenda dated October 8, 2014

### **Treasurer Report:**

1. Process for FJC partnering with NSWC is complete and approved. FJC members with paid and up to date dues can take advantage of NSWC financial services.
2. Temporary checks and debit card are in place. Expecting a check for \$250.00 from Belmont for event held on September 28, 2014.
3. Current checking account bank balance is \$1300.

### **Promotions Committee Director's Report:**

1. Board reviewed Promotions request for \$700.00 to acquire marketing materials and items for Promotions Committee. Please see details in attached email.
  - a. Approved \$100.00 for New Member recruitment posters for public display
  - b. Approved \$10.00 for 200 FJC generic business cards with a blank space for promotions committee members to write in their individual names
  - c. Approved committee members would pay for their individual refreshments
  - d. Approved \$290.00 for FJC promotional caps at \$15.00-20.00 each
  - e. Approved \$400.00 for Promotions Committee total budget
2. Tabled until FJC has a budget and the need for the annual \$350.00 membership in the Fredericksburg Chamber of Commerce.

### **Vetting Future FJC Activities and Venues:**

1. Discussed and accepted Logistics Event Planning Short Checklist
2. Guidelines will be drafted to assist with individual interaction and discussion of future FJC Projects.

### **Future Quarterly Board Meetings:**

6:00 at Fredericksburg Central Library 2<sup>nd</sup> Thursday of the month that the FJC Board Meeting is due and on the same evening as the jam session. Next FJC Quarterly Board Meeting will be January 8, 2015.

FJC Quarterly Meeting October 8, 2014

## **Agenda**

*Remarks on how we are doing?*

*Congrats to Promotions on Buffalo Wild Wings*

*Treasurer's Report and Update*

*Promotion's Budget Review 9/29/2014 email*

Future Board Meeting

Do you want to meet during the dinner hour for the Board meeting?

Best time of day for the Board meeting?

Meeting place for next Quarterly meeting on January 14 2015?

*Vetting Venues for FJC Programs*

September 11, 2014

Discussed the process and the guidelines for identifying prospective FJC projects:

1. Host vs. Sponsor
2. Any FJC Member or Friend of FJC may identify prospective FJC projects
3. All prospective projects must be presented to FJC for review and approval before a commitment can be made.
4. Suggested that we have a form giving a rough outline of a potential project
5. For Belmont, a written outline was submitted and agreed upon by FJC and Belmont.
6. We need a 'vetting' process to clarify FJC role, venue's expectation, parameters in which FJC is willing to work in order to preserve FJC's artistic control.
7. Do we need an activities director?

October 2, 2014: Vetting discussion

Check Site

Clarify type of music

Legitimacy

Extent of publicity needed

What promotion activity is appropriate for the event

Tip Jar?

October 8<sup>th</sup> Vetting Discussion

Review Mikes Checklist

Other Remark

Educational outreach

Final Remarks/Adjourn