

# 1<sup>st</sup> Board Meeting of DRAMA/Momentum Drum Corps

MINUTES

8/29/09

10:30 AM

1<sup>ST</sup> CHRISTIAN CHURCH, 101 N. 10<sup>TH</sup> ST.  
COLUMBIA, MO 65201

Prior to meeting business:

Incorporators of DRAMA/Momentum, Rich Williams, Steve Bell, and Landon Callahan induct the board with a 3:0 affirmative vote as follows: Rich Hadfield – President (3 year term) , Russ Chandler – Vice President (3 year term), Joy Ellsworth – Treasurer (3 year term), Andrew Marjamaa – Secretary (2 year term), and Roy D "Skip" Vandelicht – Director at Large (2 year term). The two year terms were implemented to stagger Board election cycle.

<b>MEETING CALLED BY</b>	President Rich Hadfield
<b>TYPE OF MEETING</b>	Board Meeting
<b>SECRETARY</b>	Andrew Marjamaa
<b>ATTENDEES</b>	Rich Hadfield, Russ Chandler, Skip Vandelicht, Joy Ellsworth, Andrew Marjamaa, Rich Williams, Landon Callahan, Steve Bell, and Michael Knight

## Agenda topics

10:35 BYLAWS HADFIELD

<b>CONCLUSIONS</b>	Hadfield calls for vote on Bylaws. Passes 5:0. Board Approves and signs bylaws. Signed copy of bylaws will be stored in Hadfield's personal safety deposit box until office for DRAMA can be established in Columbia.
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10:40 MISSION STATEMENT HADFIELD

<b>DISCUSSION</b>	Mission statement is reviewed. Marjamaa thinks statement should be revised because of statement is too long and needs to be refined. Board agrees to discuss this further, but will pass the current mission statement as is to have a mission statement posted to public. It is agreed that further discussion is needed on this item.
<b>CONCLUSIONS</b>	Hadfield calls for vote – Passed 5:0. Mission Statement will be stored in Hadfield's personal safety deposit box until office for DRAMA can be established in Columbia.

10:50 ADVISORY BOARD HADFIELD

<b>CONCLUSIONS</b>	Hadfield calls for vote of following people to be on the Advisory Board. Allowing membership in the organization, voting on bylaws at annual meeting (September), and voting on board members. Passed 5:0, Landon Callahan, Rich Williams, Nathan Sperling, and Michael Knight are all approved as the advisory board.
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10:55 STEVE BELL CONTRACT EXECUTIVE DIRECTOR HADFIELD

<b>CONCLUSIONS</b>	Hadfield calls for vote on contract for Steve Bell. Contract passes by vote of 5:0. Signed by President Hadfield, Secretary Marjamaa, and Steve Bell. Steve bell joins Advisory Board an Ex-Officio member. One copy of signed contract given to Bell and one copy given to Marjamaa
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10:56 501C3, POLICIES AND PROCEDURES, FINANCES HADFIELD

<b>DISCUSSION</b>	Steve Bell presents to the board. Process to become a 501C3 described. Ways of promoting community involvement discussed. Boston Crusaders construction of their food truck by a local community college suggested as an example for Momentum. 501C3 discussion will be tabled to future meeting to allow for further work by Steve Bell and Attorney Sarah Read.	
Policies and Procedures passed out and reviewed by board at 11:07		
<b>CONCLUSIONS</b>	Hadfield calls for vote on Policies and Procedures. Policies and Procedures passed by vote of 5:0	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
501C3	Steve Bell	Nov. 21, 2009

11:15

## OFFICIAL OFFICE ADDRESS AND BANK ACCOUNT

HADFIELD

<b>DISCUSSION</b>	Steve Bell acquired EIN number and Fictitious Name (Momentum) for use in creating a bank account for the organization. Commerce Bank discussed as a possible location. Joy suggests using Chase bank because of the nation wide accessibility of the bank, and other corps using this bank. Steve Bell advises against breaking local ties with the community. Using a local bank will promote community involvement. It is agreed that it is the duties of the Executive director and Treasurer to access and manage account. Details to be Tabled to next meeting. Joy Ellsworth given paperwork to open account.	
	Steve Bell discusses business address of organization. Currently address is 2110 East Marsa Drive; Springfield, MO 65864. Steve Bell asks that the address stay the same until an official DRAMA office can be established in Columbia, MO. Russ Chandler states that the Pastor at the 1 <sup>st</sup> Christian Church in Columbia has offered office space. Steve Bell advises that Making the DRAMA address the same as any church could detour some contributors. Steve Bell also advises against changing current address to a (temporary) Columbia address because of Federal and State paperwork and filing fees.	
	Donations asked of the board to open the account. \$100 needed. Box available.	
<b>CONCLUSIONS</b>	Hadfield calls for vote on tabling change in official office address until an official space is secured in Columbia. Office address action tabled by vote of 5:0 Hadfield calls for vote on opening a Bank Account at Commerce Bank. Bank Account action passed by vote of 5:0.	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Open Bank Account at Commerce Bank in S. Kansas City	Steve Bell and Joy Ellsworth	Nov. 21, 2009
Details of withdrawals and account access	Board and Steve Bell	Nov. 21, 2009

11:25

## BOARD BUDGET COMMITTEE

CHANDLER

<b>DISCUSSION</b>	Russ Chandler discusses afternoon financial meeting process, 2 hour session 1-3pm. Topics: Budgeting, Fundraising, Grant Writing,	
<b>CONCLUSIONS</b>	Board tables election of Budget Committee to next meeting.	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Budget Committee Elections	Board	Nov. 21, 2009

11:25

## LIABILITY INSURANCE

BELL

<b>DISCUSSION</b>	Steve Bell looked into what other corps do for Liability Insurance. Several big corps go through the Boy Scouts of America. Steve will meet with the Regional Scout Master about Liability Ins.	
<b>CONCLUSIONS</b>	Board tables Liability Ins until Steve Bell has more information on the matter.	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Liability Insurance	Steve Bell	Nov. 21, 2009

11:55

## ADJOURNMENT

HADFIELD

<b>MEETING ADJOURNED BY</b>	President Rich Hadfield
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## Additional Notes:

Steve Bell wants to stay fiscally responsible and not get into deficit spending. He wants to avoid starting the corp. too quickly. Steve's goal is to make it into open class finals for the first year. Need to wisely hire staff. Board comes to the understanding that this should be a slow and solid process.

Suggested the corps develops a relationship with a winter guard. Steve does not want to merge. Instead, a contractual agreement should be established.

**Next meeting set for November 21, 2009 at the 1<sup>st</sup> Christian Church.**