



FRIENDS OF ARMADA

P.O. Box 253, Armada, MI 48005

Website: www.friendsofarmada.com

Email: friendsofarmada@gmail.com

BOARD OF DIRECTORS 1ST ORGANIZATIONAL MEETING

Meeting Minutes

Date: 5/9/17 at 7PM

Location: 23200 E. Main St, Armada, MI 48005

Call to Order

Meeting called to order at 7:02pm

Member Comments

Being the first meeting of “Friends of Armada” a general introduction was given by Jim Goetzinger regarding the foundation of the organization.

Friends of Armada is a non-profit organization intended as a vehicle for the enrichment of Armada Township and the surrounding community. Friends of Armada is focused on families and projects that bring families together and the community together. The idea started as a need specifically to raise funds for a playground in the Armada Township Park, but the organization was incorporated to allow other projects beyond the playground and the township park.

Items for Consideration

1. Nominations and Voting for Officers

Present members of Friends of Armada nominated and voted the following Officers for the period 5/9/2017 thru the 2018 Annual meeting

Jim Goetzinger, President;
Michele Turgeon, Secretary;
Kevin Schneider, Treasurer;
Curtis Clarke, Trustee;
Jesse Kyle, Trustee

2. Adoption of By-laws

A draft of the by-laws was presented to the new Board for consideration. A motion was made to approve the by-laws as presented with a change to Section 4.03 (Special Meetings) requiring 20% of members to sign a petition to request a special meeting. The draft document stated only 5% of members.



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3. Future Meeting Schedule

The next anticipated regular meeting will be in January 2018.

4. Website

A website is being created for the organization. Once the DRAFT website is completed it will be presented to the Board for review.

5. Facebook Page

Michele has experience with Facebook and agreed to setup a page. Curtis also has experience and agreed to help. Andy Boyer, a member, also previously agreed to help. Curtis said there is a fee service that allows your post to get more views. This is an option, but cost should be evaluated considering there is currently no funds for the organization.

6. Logo

The existing logo was modelled off the Armada Township logo. The barn in the logo does not represent the organization. Suggested a silhouette of a child on a swing from an apple tree and parents picnicking. Jim will provide a draft for review.

The letterhead should not include Jim's home address or phone number; neither should the website. Jim will look into a P.O. Box for the organization. The president, treasurer, and secretary will know the combination to the P.O. Box. The president will be responsible for monitoring the organization's email. Inquiries thru email may be responded thru with a phone call if requested. Jim will verify the organization's mailing address is changed on the State website and IRS.

7. Slogan / Mission Statement

Michele will provide a draft mission statement paragraph representing the organization.

8. Playground Design

No real design is available for review. Generally, Jim explained the good ideas implemented in the Oxford Township playground that is the "model" for the playground project. Penchura provided a draft that was not what Jim originally intended. Once received the design will be emailed to the board for comment.

9. Fundraising Plan

A "who we are" flyer will be created to explain who Friends of Armada is. This flyer will include our contact information, mission statement, tax info, "business plan", logo, etc. A flyer specific to the playground project will be created with sponsorship levels. When approaching businesses the "who we are" and playground flyers along with the playground rendering will be provided. A modified playground flyer will be created without the sponsorship levels for mass distribution and electronic distribution



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10. Fundraising Flyer

The fundraising flyer was discussed above. If possible, the flyer can be distributed to the elementary school classes.

11. Public Awareness Sign at Park

Proposed signs at the park and across from the fire department. Jesse to contact a sign company and see what it would cost to create a sign and possibly get the cost reduced. Michele suggested the school might create a wood sign as an art project.

12. Plaque Funding Limits

The limits should encourage larger donations. If the bottom limit is too low, businesses might go for the minimum to get advertising without much benefit to the project. The size and type of plaque will depend on the number of donors for the playground project. Jim's original design idea is a large rock with a bronze plaque attached to it. Memorial benches were discussed. Benches are needed around the playground. It was suggested that the first donor's at a certain level would get their name on the plaque and on a bench. \$2,500, \$5,000, and \$10,000 was the limit set.

13. Township Board Meeting 6/14/17

The 501c3 application was approved by the IRS, but with an error on it. Assuming the 501c3 application is corrected and a playground design is received in time we will present at the next Township meeting. At that meeting we will request 1) approval to fundraise, 2) matching funds, 3) placement of fundraising signs

Board Comments

None

Adjournment

Meeting adjourned at 9:07pm