

Bass Lakes Area Environmental Partnership

19 July 2023 - Board of Directors Meeting Minutes

- Commence: 1505
- Adjourn: 1656
- Location: Lisa Adams' home
- Attendees:
 - President: Lisa Adams
 - Vice-President: Tom Shear (absent)
 - Secretary: Heidi Haskins
 - Treasurer: Barb Seiler
 - Director: Linda Irmscher
 - Director: Jeanne Kavanagh (absent)
- Agenda:
 - Raffle license
 - 2024 putt putt golf
 - Status of EGLE grant - Jeanne
 - Ford Lake in Fountain discussion
 - Other possible grants
 - Labor Day fishing contest
 - AOB
- Raffle license
 - Elk township signed entity recognition form required by state charitable gaming office

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- Jeanne and Lisa will finish pre-qualification process
 - scan and send completed files to Barb for file retention once complete
- 2024 putt putt golf
 - Ludington Area Jay-Cees putt-putt golf donates 30% of proceeds each Monday during the summer (Memorial Day through Labor Day) through Charity Monday to Ludington Area charities; specific information sent to board as read-ahead from Lisa
 - Lisa made a motion to request a spot on the 2024 Charity Monday putt-putt golf calendar if the sponsoring organization says that we are eligible (qualify as in the Ludington Area); Barb seconded the motion; 4 votes in favor of requesting to be added to the 2024 Charity Monday putt-putt golf schedule, 2 absent
- Status of EGLE grant (Jeanne provided to Lisa in separate correspondence)
 - grant award decision still pending; EGLE point of contact told Jeanne that a decision is expected to be announced within the next month.
- Ford Lake in Fountain discussion
 - Mark Willis was a guest speaker at the Ford Lake (Fountain, MI) Lake Association meeting and recommended to the Ford Lake Association point of contact (Nancy Majtyka) to contact Lisa to discuss milfoil and wild celery issues at Ford Lake
 - Lisa spoke to Nancy and connected her with Jo Latimore and Erick Elgin of MSU Extension to discuss wild celery
 - Nancy was interested in BLAEP DASH Boat campaign initiative and inquired if other lakes are able to join BLAEP in the initiative to purchase a DASH boat and then be able to use it on Ford Lake as well as Big Bass and Little Bass Lakes.
 - Lisa explained that our group is currently focusing on Big Bass and Little Bass Lakes, but established the organization with the intent to support expansion to other area lakes in the future.
 - future board discussion item is consideration of expanding the DASH Boat Campaign to include other area lakes in support of raising enough funds to complete purchase and fund operation of DASH Boat in purchase year and future years.
- Other possible grants

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- Grant Watch subscription status: inactive; per previous board decision, Grant Watch subscription would remain inactive until all vision and mission statement documents required for most grant applications were finalized and ready for on-demand submission.
 - Activation of Grant Watch subscription is pending further board discussion once finalization of vision and mission statement documents are confirmed complete.
- Lisa was connected by Mark Willis to Dan O’Keefe of Michigan Sea Grant (a MSU Extension subsidiary) regarding potential grant opportunities that may support DASH Boat purchase. Lisa emailed Dan O’Keefe inquiring if he knew of any grants that BLAEP would be eligible for that would fund DASH Boat purchase.
- Labor Day fishing contest
 - Tom Stinson will manage and execute family focused fishing competition from Friday to Monday of Labor Day Weekend. BBLBLPOA is donating \$200 to BLAEP for purchase of trophy plaque.
 - Lisa will get quote for trophy plaque and will coordinate directly with BBLBLPOA for purchase.
 - board discussed trophy plaque being made to be able to add plates each year for the winner, and then the plaque would be passed from winner to winner at the conclusion of the annual Labor Day Weekend fishing contest.
- Any Other Business
 - Earth Gives point of contact called Lisa to inquire if BLAEP wanted to participate in Earth Gives this year from 11 September to 05 October. Lisa explained that she would bring it to the Board for consideration.
 - Lisa made a motion to not participate in Earth Gives campaign in 2023; Linda seconded motion; 4 votes in favor of not participating in Earth Gives campaign in 2023, 2 absent
 - Treasurer’s Report
 - reports submitted to board electronically ahead of meeting for review
 - Lisa and Barb to coordinate independently for report format and content discussion
 - Lisa to give Barb list of grants and donor information for prior years

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- CD rates were discussed as consideration for no-risk short term investment of DASH Boat Campaign funds to continue to grow funds as much as possible with no risk of loss.
 - 90 day CD: \$5000 minimum
 - 6 month CD: \$500 minimum
 - is a discussion item for August Board of Directors Meeting
- DASH Boat purchase itemized summary and specifics will be topic at August Board of Directors meeting
- read ahead document required to facilitate discussion and enable board member quick reference notes

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- In-progress tasks:
 - (in progress) Lisa investigate how to share google contacts list and give editing permissions
 - (in progress) Lisa request that BLAEP be added to August BBLBLPOA meeting agenda for Tom to present DASH Boat Campaign info
 - (in progress) Tom put together DASH Boat Campaign elevator speech for 12 Aug BBLBLPOA meeting presentation
 - (complete) Barb will contact LOSB to investigate CD options for discussion at July meeting
 - (in progress) Barb enter contact list into QuickBooks
 - (in progress) Barb work procedures for Master Guide of contact and information management across board roles
 - (in progress) Barb issue payment for insurance policy renewal
 - (complete) Barb send board updated DASH Boat funds collected to date
 - (complete) Barb send board donation listing by donor to date
 - Grant Watch subscription
 - (in progress) DASH Boat subcommittee establishment
 - (in progress) Lisa and Jeanne coordinating Big Bass Lake representation for DASH boat subcommittee
 - (in progress) Tom and Heidi coordinating Little Bass Lake representation for DASH boat subcommittee
 - Tom and Lisa coordinating independently for DASH subcommittee member solicitation communications
 - (in progress) Jeanne submit application for raffle license.
 - Lisa validate fees associated with LinkedIn crowdfunding page.
 - (in progress) Heidi, Barb, Jeanne and Lisa gather documents required to complete raffle license pre-approval to request license process
 - Jeanne and Lisa will finish raffle license pre-qualification process

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- Jeanne and Lisa scan and send completed files to Barb for file retention once complete
- Lisa request addition to 2024 Ludington Area Jay-Cees Charity Monday putt-putt golf calendar
- Lisa coordinate Labor Day Weekend fishing contest plaque quote and purchase
- Lisa notify Earth Gives point of contact that BLAEP will not be participating in 2023
- Lisa and Barb coordinate Treasurer's Report format and content
- Tom distribute to Board DASH Boat purchase itemized summary read ahead for August Board of Directors meeting