

Bass Lakes Area Environmental Partnership

16 November 2022 - Board of Directors Meeting Minutes

- Commence: 1500
- Adjourn: 1646
- Location: Lisa Adams' home and Zoom
- Attendees:
 - President: Lisa Adams
 - Vice-President: Tom Shear (absent)
 - Secretary: Heidi Haskins
 - Treasurer: Ruthanne Gilbert
 - Director: Linda Irmischer (absent)
 - Director: Jeanne Kavanagh
- Agenda:
 - Treasurer's Report
 - Update on grants; CBCW ideas (placemats, BB news, newspaper)
 - Strategy meeting date and time
 - DNR, EGLE, MSU, BLAEP meeting for Little Bass Lake continuous DO
 - Fundraisers and licensing
 - Sponsorships: timing and logistics?
 - Any Other Business
- Treasurer's Report

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- report submitted and filed separately
- Lisa sending Ruthanne Little Bass Lake benthic mat donation email from July 2022
- discussion and clarification of annual filing requirements and due dates
- Lisa sending emails, receipts, etc for DASH to Ruthanne
- Grants
 - 90-day subscription to Grant Watch is \$90
 - Lake County Community Foundation and Clean Boats Clean Waters are the two grants we are eligible for right now
 - not viable for others because BLAEP formalized strategy and supporting documents are incomplete
 - Clean Boats Clean Waters application for 2023 in progress
 - placemat advertising: quote from TPS Colors received; \$310 for Ludington area (~34K placemats), \$320 for Manton area (~36K placemats)
 - Bulletin Board News ad: multi-week discounts available
 - Star Newspaper: Lisa meeting with ad representative 17 Nov 2022 to determine ad options and pricing
 - signs: Jeanne getting quote 18 Nov 2022
 - 3 - 2ft x 4ft signs for pontoon boats for clean, drain, dry messaging and CLMP monitoring in progress
 - 1 - 18in x 24in sign for all BLAEP events with CBCW imaging and messaging
 - Lake County Community Foundation
 - previous feedback was that the Foundation was not funding environmental projects
 - Lisa is looking into feasibility with Foundation and requesting specific guidance and information regarding grant eligibility
 - Lisa and Jeanne are maintaining list of grants potentially eligible for once organizational strategy formalized and documented

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- once organization is ready we can re-subscribe to Grant Watch to determine grants to apply for
- Strategy Development Meeting
 - 02 Feb 2023, 1300-1600 at Tom and Heidi's home
 - working meeting to develop and finalize organizational strategy
 - mission statement
 - goals
 - timeline
 - implementation
- DNR, EGLE, MSU, BLAEP meeting for Little Bass Lake DO
 - trying to coordinate for early January 2023 via Zoom
- Fundraisers and Licensing Requirements
 - Licensing
 - raffle: need a license
 - \$15 for 3 dates, additional \$5 to add a date
 - if raffle is for more than \$500 prize, license is \$50
 - Jeanne has information for scratch-off licensing/gaming license
 - still need to determine food and sales tax limitations and requirements
- Sponsorships
 - sponsorship committee lead and development: discussion tabled and to be included Feb 2023 strategy meeting
- Any Other Business
 - Motion made to revise bylaws regarding financial audit requirements. Bylaws would be changed from "...audit every two years...." to "...review every two years...."

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- motion seconded
- unanimous vote to approve bylaw revision
- Ruthanne is inquiring whether revised bylaws need to be refiled with LARA
- Lisa amending bylaw documents for next meeting
- Ruthanne coordinating with Joe (volunteer CPA) for 2022 financial record review
 - Ruthanne, Jeanne and Joe to coordinate independently and provide written report to the Board
- Venmo for Non-Profits: Ruthanne checking into what it will take to add Venmo as an option to our website as a method of payment or donation
- Lisa will call in the spring regarding MSU boat wash for 2023 to inquire regarding how the boat wash will be organized and allocated in summer of 2023. Once questions answered, the Board will decide if BLAEP will participate in 2023 boat wash events.
- Cabela's Outdoor Fund: Lisa contacted Tom Stinson for information
 - all \$2000 in prizes were awarded by Tom Stinson during summer of 2022
 - Lisa to create and submit report to Grantor to close out grant requirements

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- In-progress tasks:
 - Assign POC within group for each grant we may be eligible for.
 - Assigned POC conduct provide summary of grant, review to validate criteria met for grant, and generate initial draft of grant application paperwork required.
 - (Lisa Adams) State Representative Constituent meeting schedule
 - Internship development discussion
 - Michigan Anglers and Boaters pamphlet acquisition and placement locations.
 - (Lisa Adams) Bass Pro Shops - Cabela's Outdoor Fund report due upon conclusion of grant period