
SMYO Meeting Minutes
February 26, 2012

Date & time of meeting: Feb. 26, 2012, 10am

Location: Panera

Minutes prepared by: SBL

I. Attendance at Meeting

Present: Julia Nichols – President
Lisa Grossman – Treasurer
Susan Bisson Lambert – Secretary

II. Announcements, documents received

III. Agenda

1. Approval of 1/8/12 minutes
2. Report on progress
3. Review of GiveCamp documents and remaining tasks
4. Discussion of logo
5. Discuss recruitment of additional board members
6. Discuss director recruitment & rehearsal location
7. Discuss possible partnership with CCYO
8. Review to-do lists
9. Plan next meeting and action items

IV. Discussion Points, Issues

- Discussion of
 - Cedar Pt. Credit union: Friday March 2, 9:30am to open SMYO account
 - Creation of Paypal account
 - Form 990 – due May
 - Logo discussion – colors, design
 - Pursue sources for pro-bono legal advice
 - Computer needs: Database: starting with Access; fundraising software: not now; Publisher for brochures
 - Personal property form by April 15
 - CCYO meeting on Feb 17, 2012 with Anne Marie Patterson
 - Their connection to Port Tobacco players – no insurance
 - They have music
 - How could a partnership with CCYO look? – manager in each location; fundraiser for each orchestra
 - Our insurance: workman's comp; DNO (directors & officers insurance); general liability
 - GiveCamp materials: photos of student musicians; bios; upload docs; domain name
 - Foundation database: does it make sense for us? Cost, usefulness...

V. Action Items

Action	Assigned to	Deadline	Status
PayPal account	LG	Mar 27	Open
Form 990	LG	May	Open
Legal advice: contact Carrie Harney	JN	Apr 15	Open

V. Action Items			
Action	Assigned to	Deadline	Status
Email Amanda & other friend	LG		
Insurance: quotes from Josh Mesh Rick Tepol	LG JN		Open
Form 1023	JN		In progress
Completion of logo – JN in touch with Jamie	JN	March 27	In progress
Talk with Kate U re. grants, foundation database	JN		completed
Open bank account	all	March 2	Completed
Photos of student musicians	JN	Mar 27	In progress
Write bios	SBL LG	Mar 27	Open
Write job description	JN?	Apr 15	Open
Revise fin.aid form	SBL	Mar 27	Open
Set mtg date with Larry Vote	SBL		In progress
Upload photos and logo for GiveCamp	SBL, JN	Mar 27	Open
Register domain name	SBL, JN	Mar 27	Open
Create list of all music teachers in schools	SBL	Apr 15	Open
Research music fees - copyright issues; explore use of college library for scores	SBL	Apr 15	Open
Get on CCYO mailing list	SBL	Apr 15	Open

VI. Next Meeting			
Date: Sunday April 15, 2012	Time: 9:45am	Location: Panera	
Agenda items:			
<ul style="list-style-type: none"> - GiveCamp review - Interim director search - Recruitment of board members - Insurance - Rehearsal location 			