

# ***WreathsForTheFallen.org***

## ***Meeting Minutes***

March 8, 2011

### **I. Call to order**

John Thomas called the regular meeting for the WreathsForTheFallen.org to order on March 8, 2011 at 6:30 pm at the VFW in Little Falls, MN.

### **II. Roll call**

A sign in sheet was passed around and signed by everyone present. There were 14 members present. Norv Pervier, Ken & Joyce Tveit, Bob & Denise Larson, John Thomas, Ron Robbins, Rick & Carrie Johnson, Freddie Barbeau, Lydia Sasse, Hank VanKoeving, Jim Parent and Jason Olson. We had a new member – Hank – join our meeting tonight. He was from the St Cloud area. Its GREAT to have new members at the meetings!! Thanks to everyone for coming to the meetings!

### **III. Approval of minutes from last meeting**

The minutes from the last meeting that was held at the VFW in Little Falls, MN on 2-8-11 had been emailed to all members on file and a copy was also available at the meeting to be reviewed. The minutes were reviewed and a motion was made by Bob Larson to approve the minutes, Norv Pervier seconded the motion. Motion passed and minutes were approved.

### **IV. Treasurers Report**

Treasurers report was read by Ron Robbins, treasurer. He presented the treasurers report reflecting \$ 210.40 in expenses paid during February. The balance in the checking account on 2-28-11 was \$ 2,376.85. Motion made by Carrie Johnson to approve the treasurers report as read, motion seconded by John Thomas - Motion approved.

### **V. Committee Reports**

**Wreaths Procurement Committee** – Bob Larson, chairperson for the committee gave his report on information he has been collecting regarding the pricing of the wreaths for this year. He had several prices from several different vendors – with a price range averaging appx \$ 10.00 per wreath. He commented that the deadline to get orders in to the Wreaths Across America was 11-28-11. He will continue to check on pricing with updates at future meetings.

**Contributions Committee** - Norv Pervier, chairperson for the committee presented his report about the letters and mailings that he has prepared, to send out to hundreds of VFW's and American Legions in MN. He passed around the individual and organizational sponsorship/donation forms for everyone to view. He also informed us that he had dropped off the grant application at Crow Wing Power on March 8<sup>th</sup>. He also reported that we have already received some donations as a direct result of the 'Thank You's' and 'Appreciation Certificates' that were mailed out in January and February! The committee will continue entering names and addresses into a database and also proceed with the mailings and requests for donations. Joyce Tveit is helping Norv go through and document the many letters received last year. Some of these letters will be posted on our web site for everyone to view.

**Web Site Committee** – John Thomas, chairperson for the committee gave an update on the web page. The FINAL logo design was presented and said that Patrick Iten is very close to completing the web page ! It is a very complex web site, which will contain several 'layers' of information. Pictures, videos, veterans memorabilia, donation page, news articles, press releases, upcoming events, links to Patriot Guard, Civil Air Patrol, Camp Ripley, MN State Veterans Cemetery, our history and goals, are just some of the many areas that you will be able to access on the web page. Our web page address will be : [www.wreathsforthefallen.org](http://www.wreathsforthefallen.org) This site should be up and running by April 10<sup>th</sup>. Please check it out and share the address with everyone you know !!! It will be a great – informative – very attractive web site. John Thomas and Lydia Sasse have been working with Patrick to get the site up and running ASAP ! It was noted that the Patriot Guard and the Civil Air Patrol have approved being a supporting organization for the WreathsForTheFallen. Lydia will maintain the area for upcoming events. This area of the web site will have postings for events relating to upcoming rides, meet and greets and other gatherings that you might be interested in attending. The web site will accept all major credit cards for donations, people can also download a sponsorship/donation form from the web and mail it in. Pay Pal is also available – they charge a 2.1% processing fee but NO other fees will be charged.

All committee reports were approved and very informative.

## **VI. Old Business**

The application fee for the 501( c )(3) tax exempt status with the IRS was discussed. The fee originally was thought to be around \$ 500.00 but because of the volume of donations that we are expecting the fee will be \$ 850.00. This is a one time fee payable to the IRS. Motion was made by Ron Robbins and seconded by Rick Johnson to approve this payment and proceed with the filing of

the application. M/S/C. Carrie Johnson, secretary will work on completing the application and filing it with the IRS.

## VII. New Business

New membership cards were designed and printed and will now be used to get information from new members. These cards will include all necessary information to enter into our database. These will only have to be completed once or if your information should change. This will make it much easier to keep in touch with everyone. If you know of anyone who would like to become a member please give them one of these cards and we will be able to communicate with them via email, phone or snail mail. We will have these cards at each meeting or you can call John and he will get some to you.

Costs for printing letterhead and envelopes was brought up for discussion. Several office supply stores and printing companies have been asked for quotes. Estimated costs range from \$ 500.00 to \$ 600.00. Much discussion followed with questions about what the stationery and letterhead would look like and the costs involved. John Thomas will contact the printers to see about the difference in pricing – especially for the envelope – should we get printed return addresses, use printed labels, etc. After much discussion – with everyone involved – it was decided to have the envelopes printed the same as the letterhead. This would save the time of running and printing our own labels and then adhering them to the envelopes. Rick Johnson made the motion, Ron Robbins seconded it and the motion carried. John Thomas will check out the pricing and have it for the next meeting.

The price we charge for the wreaths this year was discussed. It was decided after much conversation that the price for each wreath would be set at \$ **15.00** per wreath. Cost of the wreath, labor costs, delivery, storage, no volunteers used for wreath making this year, and comparable quality and pricing all played a part in the wreath pricing. The increase in price is fair, reasonable and respectful of everyone involved. If you talk to anyone about a wreath and this is a real hardship for them please let one of our officers know and we will work something out with them.

Jason Olson commented on our mission statement and stated that we need to stay within our mission. Our mission statement is: “Our Mission is to Honor our Veterans by providing wreaths for the Minnesota State Veterans Cemeteries in December of each year”. Discussion followed about placing wreaths at other cemeteries in Minnesota and some of the issues that might create.

VIII. **Next Meeting**

The next general monthly meeting will be **on April 12<sup>th</sup> the second Tuesday night in April**. Possible location will be in St Cloud so more St Cloud area members can attend. John Thomas will contact 'Fuzz' from St Cloud area to see about lining up a location for the meeting. **PLEASE WATCH YOUR EMAILS FOR THE LOCATION OF THE MEETING.**

Please invite your family, friends and neighbors to join us ! It would be great to see more people at our meetings. If they can't come to the meeting please share with them information about our organization and let them know they are welcome anytime !

IX. **Adjournment**

Motion to adjourn was made by John Thomas and seconded by Lydia Sasse. Meeting adjourned at 8:15 pm.

Minutes submitted by: Carrie Johnson, Secretary

Minutes approved by: \_\_\_\_\_

***Remember - - "It's not about Us – It's about Them"***