

**Fall 2002 Montana Creativity Quest Board Meeting, October 4, 2002.
Best Western City Center Motel, Bozeman, Montana.**

Roll Call: Present Heather Geiger (State Director), Alean Skinner (State Treasurer), Heide Arneson (State Secretary), Kathy Bernstein – Northwest, Melora Elliott – South Central, Kathleen Dent – Southwest, Esther Wynne – Southeast, Linda Adams – South Central, Roy Mears – Member at Large, Laura Jo McKamey – North Central. Guest Roger Garriock.

Meeting called to order at 8:14 p.m., quorum established.

Approval of Minutes from Spring Meeting:

Melora Elliott moved to approve the minutes as written, Linda Adams seconded, unanimous vote, the motion carried.

Treasurer's Report:

In checking we currently have \$5,319.81. In the CD we have \$15,000. The bills are paid up to date as of October 2, 2002. Esther Wynne moved to approve the treasurer's report as presented, Melora Elliott seconded, unanimous vote, the motion carried.

Reports from State Director:

There were very few complaints from last year regarding Globals. The flashlights didn't work and we had no fish windsocks. Some things were a bit slower for MCQ last year as Heather was working three days a week. Hopefully things will be better this year, especially with DI-Online. The state registration form will be online in PDF format. We need to make sure the memberships know that registering online for their membership is not the same as registering their teams with the state. We will still use the Excel spreadsheet for scoring. Chris Geiger will rewrite the scoring program over Christmas. The DI program will not work on Macs. Last year went very well overall.

The state tournament is on the schedule for Belgrade. We need dates and locations of regional tournaments as soon as possible in order to get the insurance taken care of.

New Business:

Budget: We reviewed the 2001-2002 Budget, proposed versus actual. A clarification was made on how registration fees are collected by regions, sent to state, who will send a check back to the regions for a clear paper trail. Costs were kept low by Heather, as state director, and by the regional directors. Kudos to all of them for keeping program costs so low.

The proposed 2002-2003 budget was discussed. Differences are that fall meeting costs are larger to cover the retreat. We didn't give out incentives this past year, but will budget it again this year. The incentives worked well the first year, but didn't happen the second year. \$50 goes to each regional director if certain deadlines are met. Heather will send out the list of deadlines. Without the

incentive, people were late. Melora Elliott moved to reinstate the incentives for this year, Esther Wynne seconded, vote unanimous, motion carried.

A proposed increase in stipend for appraisers was discussed. This should help with increased costs in travel and lodging. Not all the appraisers take their check. Last year \$6,500 was budgeted, but only \$2,665 was paid out. Many appraisers donate the checks back to MCQ. We did offer housing last year, but no one took the offer. Should we do that again this year, or possibly work harder to arrange a lower appraiser's rate with local motels? Often they attend with their teams and want to stay with their teams.

We really had to scramble for appraisers this past year. EDS was not able to supply as many people because most of their employees were out of town on the road.

Motion to approve the budget as written: Kathy Bernstein so moved, Esther Wynne seconded, vote unanimous, motion carried.

We discussed looking into state lottery or state land trust funds as a possible source of funds. It is possible that we might not be eligible for funding, but it is worth looking into being included in School to Work, education, or development sources.

We need to have an In Kind receipt for appraisers time, travel, lodging, meals, ... We can also buy airline or Global transportation, then parents who pay for it can get a tax deductible receipt. These are possible ways to increase resources while rewarding those who support DI

Site Needs for This Year's Challenges:

Regarding performance sites for this year, be very aware that you will need three large areas. Video Adventure needs a 15 X 15 area, Change in DIRECTION 20 X 20, Once Improv A Time is 8 X 10, Connected is 12 X 12, and Theater Smarts is 10 X 12. Whether the Video Adventure surface is smooth or carpeted will need a clarification. Smaller performance areas need to be considered in the future, because it can be hard to find a room large enough for performance and audience. The primary program has no space requirement.

Affiliate License: It is done, Heather needs approval to sign it. There is much more legalese this year. Several changes were requested from the original draft and should be done. Heather would like permission to go ahead and sign it when it is done. Paul Luwe, the city attorney for Bozeman, will review it for any red flags. We make the strikes based on Paul's recommendations and DI accepts it. Roger explained how this was rewritten and annotated to be understandable by a fourth grade teacher. Affiliates smaller than 20 teams have been asked to provide growth plans. It will be sent out electronically this week. It was finalized today.

Esther Wynne moved to have Heather sign the affiliate license after review by Paul Luwe., Linda Adams seconded, Roy Mears abstained, motion carried.

Muddy Waters Pins: The kids really loved them at Globals this past year. They were a great hit. Do we continue to give them as a gift? Once the kids saw them as completed sets, they were a great hit. There were some disappointed kids. There was an inequity between larger states and smaller states. The trout were very popular. The new Muddy Waters proposed pin was shown. The wolf doesn't look quite right, needs to be rangier. The rock under the wolf is a problem, makes the wolf look like it has "Got Milk." Heather will pass this feedback along.

Global Finals Report: Kathy Bernstein attended Globals for our state. We took a sixth and a seventh! This is the first time we have been back to a university two years in a row, but the quality was better than it has ever been. Transportation, food, and lodging bugs were all worked out. It is the only place big enough to house the program and keep the costs under control. Complaints from the previous year were almost eliminated at this competition. One difference with Iowa was that the venue was so spread out it lost that connectedness. This next year the convention center will be done, which should help to have a center. Pin trading and other activities can be in one central area. Concerns were expressed from the west because of the distance to travel. If the west can find a facility to accommodate Globals, and is willing to work with DI, we can have a site in the west. After the experience at Disney, a university campus is where we need to be for the camaraderie and connectedness. There aren't a lot of places that will shut the university down for a week. 65% of the activities will be centralized. We have outgrown Iowa.

Roger Garriock reported on the meeting, which was somewhat dysfunctional. The meeting was not a great meeting. We have not had good leadership for the last two years, but we now have good leadership. The biggest issue was the complexity of the challenges. The Affiliate Directors elected their representatives to the board of trustees and a new slate of officers. There were disagreements on who could vote, who could count the votes, ... We have two years before we vote again.

Policy Re Informing Teams about Adding Team Members After First Meet:

Last year we had a team that went and added a member after state competition. They were a four member team. They added a team member after state because they lost a member who went to Science Olympiad instead. At Globals they let the team perform and didn't tell the appraisers that they were disqualified so they were able to compete, but did not qualify. The kids were pretty bummed, but handled it well. One parent was ready to sue the team manager for fraud. Three days before leaving Heather became aware that this had happened and was against the rules, but was not aware of the penalty.

We knew it was a violation, but did not know what the penalty would be, possibly a Spirit deduction. It was in the rules, but wasn't real clear. We need a policy that we can spread. At the end of the regional tournaments, we need to make the announcement that if you are moving on, you may not add team members after this tournament. You may however drop them and still compete. The announcement will be made again at State.

Kathy Bernstein suggested a letter to parents regarding respecting the team manager, that the manager is a volunteer, giving of their time and resources, and understand the stress that the managers and students are under. The team managers are not nannies, but they need time to rehearse with the team without the parents. The letter can be light, helpful hints for parents, from the Board of Directors to the parents. FAQs and Helpful Hints to parents. Attach a Parent Code of Conduct, including interference, to release. Laura Jo McKamey will draft the materials.

Communications with Memberships:

DI-ON Line: All board members will be assigned to a region as a regional director so they will have access. We all need to be online. It is very helpful. News announcements can be made to memberships, though they need to go online to check them. Teams need to check weekly. Messages can be sent to memberships or individual team managers. If they can't get online, regional directors will need to enter them in.

Heather showed the postcard she wants to send out, and asked who should be targeted? Guidance counselors, enrichment coordinators, principals, or others were suggested. Roger said that we will address this issue in the planning session tomorrow. We will send out postcards instead of the whole packet. The school secretary can post it in the lounge and pass it on to parent organizations.

This year please make an extra effort to communicate with the memberships, to check up and see how things are going, not just the paperwork.

Roger shared the idea of hiring DI alumni to call on principals and heads of parent organizations. These are people who have lived the dream and can provide a live testimonial to what the program is worth, providing credibility. Last two weeks of August are when principals are approachable. We can use college alumni, or even high school students.

Appraisers last year got the challenges online. An appraiser on each appraisal team was assigned to be the expert in the Rules of the Road.

T-Shirts and Pins - Design Ideas, Colors, Themes: The proposed T-shirt designs drafted by a graphic artist (an alumni) were presented. They have a moose theme. Voting was conducted. Modifications are possible. A, the fishing bear, won. It needs to

be simplified, without the fishing pole into the stomach. Less cuddly, maybe some claws, and a fish instead of a fly. Make the fish back into the cutthroat trout. Other possibilities are the state of Montana with the river running through it. Can the bear be in the state of Montana, or the bear catching the fish. Bear along river, catching the fish. Bear head and shoulder and paw reaching over the state of Montana, with a fish in the river.

Color of T-shirt? Will discuss tomorrow, work with the bear.

Souvenirs, what to order: Heather still has noses from two years ago. She would like to be able to give them away to the affiliate directors in their grab bags. How about instant challenge appraisers or Theater Smarts? We also have 120 shirts to divide among the regions. Regional directors were asked to take them back and sell or give away to team managers at trainings. We will decide tomorrow what to do with the finger puppets.

The hats with bells went well, cat in the hat and wizard hats didn't go as well. Cube boxes didn't sell well, but we will send those out again. Do we want to do as much souvenir stuff? Sticky hands and water eels go well. Should we go mostly with what we can get on consignment? It seems like we have too much stuff. The consensus was to simplify it. Kids buy what is there. When there is too much to choose from, they have trouble choosing. Roger said they have simplified in Canada and plan to sell out. Hoodies with a simple pocket design went well. Embroidered implies quality, so people are willing to pay more. All items with the DI logo have to come from the vendor, which is all on consignment.

Pins seem to be hard for us to sell in Montana. Have pins available at State, display them at Regions. People can always have someone but them at State.

A garage sale was suggested as a possible way to get rid of the trinkets left over. Have it during cake walk time, using it to draw them into the cake walk.

Airbrushing temporary tattoos is a possible fundraiser. It's messy. It's also a possibility. Set up a 20 X 20 tarp to keep it clean. Moo Casa ice cream is another possibility, 5% of profits to charity. They sell ice cream and we get a percentage.

The amount of return for the amount we are spending, plus the work that goes into it needs to be considered. Simplify it, more consignment and the sure things.

Melora Eliot moved to recess, Kathy Bernstein seconded. Motion carried, recessed at 10:59pm.

RECESS

Saturday, October 5, 2002

The meeting resumed at 9:00 a.m. Heather discussed getting a credit card that earns frequent flyer miles, as we approved last year. She also asked for permission to charge

her daughter's tuition on the card, which she will immediately reimburse. Everyone consented. This would be at no cost to DI, but generate points towards frequent flier miles. There was no objection.

Heather presented the Regional Director packets and distributed marketing materials.

Laura Jo McKamey presented the draft letter for parents of students going to Globals. Suggestions regarding "team manager" instead of "Coach" and "team building" instead of "team making." Also add something about team managers possibly wanting private practices and time alone with the team.

The planning portion of the retreat took much of the rest of the day. Planning notes are listed separately.

The meeting was recessed for dinner at 6:20pm, and called back to order 8:22 a.m. Sunday to finish the budget discussion.

Alean, as treasurer, took over the discussion as it pertained to a possible stipend for the state director.

What would it take to pay the state director a stipend?

INCOME:

Registrations: \$9,450 for 135 teams at early bird rates.

Sale Of Items: \$10,000

State T-shirts not on sale at regions, one display and can be pre-ordered online. Slips of paper with online ordering instructions, price to include shipping. We will send more of the consignment shirts, which aren't a risk.

Interest: leave as is. There is more in the account, but interest rates are lower.

Donations increased to \$10,000

Total Revised Income: \$34,600

EXPENSES:

Postage: \$750

Printing: leave as is.

Equipment: \$250

(CHECK WITH BOB AND SEE IF HE WILL COVER ROGER'S COSTS)

Travel – state director airfare: \$500

Regional expenses:

Reduce tournament expenses by local fundraising and soliciting in kind donations. It was acknowledged that regional directors do a wonderful job of running their regional tournaments at very low cost, however were there ways to reduce the costs even further?

Regional financial reports required. Look at next year :
FOR THE SPRING MEETING, DISCUSS LEAVING MONEY IN REGIONS FOR DEVELOPMENT, WITH THE LONG TERM GOAL OF HAVING REGIONS BECOME SELF SUFFICIENT, WITH THEM KEEPING THE \$10 PER TEAM. ALSO REVISIT HEATHER'S STIPEND AND APPRAISERS STIPEND.

Remove incentives from budget.

Reduce appraiser increase to \$55.

Cut out training costs for appraisers at state.

Reduce appraisers' lunch costs to \$250, get the rest donated in kind.

Cut entertainment expense.

Cut resource materials for this year.

Reduce Muddy Waters to \$50.

Look at hosting (???)

Proposed stipend for state director \$8/hour two days a week, to be reviewed at the spring meeting, expected to be \$3,075 capping it at 3,100.

Motion: Kathleen Dent moved, seconded by Melora Eliot that the state director be contracted at a rate of \$8/hour two days a week for an amount not to exceed \$3,075. To be revisited at the spring meeting. Motion carried unanimously.

Stipend line item added under awareness for \$3, 075.

Kathy Bernstein moved to write a contract for the director's stipend, (Alean will make sure that happens) Linda Adams seconded, the motion carried unanimously.

Kathleen Dent moved to accept the budget as revised, Melora Eliot seconded, the motion carried unanimously.

Heather agreed accept the position with the stipend.

A polo shirt with the state logo was agreed for board member thank yous.

Wisconsin Regional Board, representing the teams in the area.

Each regional board needs a regional director, secretary, and treasurer. At least one of the board members should be a member of the business community. Tasks can be divided as needed, but include:

- Appraiser Boxes
- Site Director
- Appraiser Coordinator/Recruiter

Kathy Bernstein moved that the fall meeting be adjourned, Kathleen Dent seconded, the motion carried. The MCQ/MTDI Fall Board Meeting was adjourned at 10:00 a.m.