

It's a Breast Thing Non-Profit
Board Meeting
May 3, 2021
Minutes

Board members in attendance: Malinda Barr(MB), Suzi Wyman(SW), Barb McKessy(BM), Joan Johnson(JJ), Carol Rapson(CR), Colleen Horstmyer(CH), Sandie Bushard Rizer (SBR), Sue McPhail (SM), Tammy Guastella (TG).

Guests in attendance:

Members Absent:

Members not in attendance:

Call to Order: by MB at 6:35 p.m.

MISSION STATEMENT

The mission of *It's A Breast Thing* is to **ENHANCE** the lives of breast cancer patients thru financial grants, provide **SUPPORT** to survivors and families, all while establishing strong **PARTNERSHIPS** with care providers.

Read Mission Statement: Read by BM

Approval of the Agenda: Motion made by BM to approve agenda. SW seconded. Vote: Ayes: 9. Nays: 0. Motion carried.

Approval of Minutes: Motion made by JJ to approve April minutes. SW seconded. Vote: Ayes: 9. Nays: 0. Motion carried.

Intro from President – Expectations of board members. Continuous conversation at board meetings.

1. Modification of direction of board members
2. What are each members strengths
 - a. Donations
 - b. Volunteering
 - c. Gifts
 - d. Connections and what they can bring to IBT
 - e. Actively pursue leads for sponsors, donors, etc.
3. What is each member willing to commit to
 - a. Divide into 3 categories, Givers, Getters and Doers
4. What can you bring to the event
 - a. Donor
 - b. Sponsor
 - c. Vendor table
 - d. Bra exhibitor
 - e. Auction item(s)
 - f. Model

Team Topics - This is a new agenda item that will be added to each board meeting.

Marketing, Development, OUTREACH, Grant and Event committees. Each committee chairperson will report on what that committee needs or wants for that month.

Financial Report: – SW emailed report 4/5/21 to Board Members.

Standing Team Reports:

EXECUTIVE Team: MalindaB, SuziW, BarbM, SueM, SandieBR, ColleenH, TBA Treasurer.

MARKETING Team: SuziW, SueM, JoniJ, JJ from M Connections

1. Promoting event in mid to late June3.
2. BM will order Save the Date cards. Business card size and will check on electronic version
Board members will need to distribute.
3. Resource Catalogs – Community Resource Guide is not non-profit oriented, but should we be listed?
SBR has a contact and decision to be made after their discussion.
4. McLaren Dr's – Small percentage of Dr's will contribute individually and not thru their practice.

DEVELOPMENT Team: MalindaB, CarolR, SandieBR

1. Will be meeting to create list of Dr's
2. MB proposed campaign 100 women for \$100 breast cancer letter. Board member will send
a letter to women they know asking for \$100 donation.
1st contact by mail, follow up twice by email then phone call. Letter should be created July/August.

GRANT Team: SuziW, IreneP, Treasurer

1. 15 Grants approved/waiting funding
2. 11 Pending additional info
3. 12 Pending 2nd grants
4. 47 Awarded in 2021
5. Dr. Hanes donated \$50,000 to be issued in several increments
She would like to see a legacy program established.

Grant Total: Issued to date. 467

Donations received from Links and Dewitt Lioness Club for \$1,000 each

OUTREACH Team: JoniJ, BettyN, JudyT

1. OUTREACH documents on IBT website. Dropdown or link? Suzi is checking with Kristy to discuss
possibilities.
2. Survivor group will soon be making contact with past calendar girls. Free tickets will be offered
to them but any guest of theirs will pay \$20.
3. OUTREACH will use the IBT plastic gift bags at event for literature and drop-offs for #SmallActs.
4. Presentation this year is strictly education. No giveaways.

Event Team: TammyG, BarbM

1. Items still needed for event are food selection, Save the Dates, Badges, Posters.
2. MB wants a pre and post event budget. Big costs are venue, food and printing. Look at lowering
printing costs.
3. Auction Baskets

1. Clear and Dark spirits
2. MSU – Suzi
3. Michael Kors Purse/Wallet – Carol Purse/Colleen Wallet
4. Lotto tree – Jen
5. Weekend Getaway
6. Saddleback/Other Caterers – Sandie (?)
7. Wine basket (Board members are asked to donate 1 or more bottles)

Education Portion– CR

Theme is “Breast Cancer in The Good Old Days and Now”. The advancements in technology, etc. now compared to then.

Old Business:

1. Fundraising
2. Board manual in process for updates by SBR. Will be given to SW & BM for their revisions.

New Business:

Next Board Meeting

May 24, 2021 7:00 p.m. at MB’s 1867 Lake Lansing Rd. Haslett MI (between Okemos and Marsh)

Executive Member Meeting will also be this night, May 24, 2021 at 6:30 p.m. same location.

Motion to adjourn JJ, SW seconded Ayes: 9. Nays: 0. Motion carried.
Meeting adjourned 8:24 p.m.