

Cathedral Square Friends
Board Meeting
01/17/2018

01/17/2018/ 6:00 PM / 759 N. Milwaukee St. (the Colby Abbot Building), Conference Room 416

ATTENDEES

Dave Reid, Mariiana Tzotcheva, Eddie Sturkey, Jim Orth, Kim Morris, Greg Patin, Sharon Woodhouse, Carl Baehr, Derek Peru

Not in attendance: Dan Taylor

AGENDA

1. Approval of Dec 6, 2017 Meeting Minutes
2. Color the Square Update
3. Annual Meeting
4. Wrap up

NOTES

1. Approval of Dec 6, 2017 Meeting Minutes

Jim Orth made a motion, Derek Peru seconded and all approved.

2. Color the Square Update

Fundraising

- Dave summarized the overall funds raised today and efforts of the group.

- Eddie had sent a detailed email earlier in the day providing status of his fundraising outreach. Eddie walked the group over the details of individuals/businesses he had contacted, responses, etc.
- Greg had placed brochures at Zarlettis and was in discussions with businesses on the Square - Mikeys, Belmont, etc.
- Mariiana and Greg will place brochures and poster at the Cathedral and a communication in their bulletin

Decision on baskets to be installed

- Dave summarized the overall cost and per pole per KEI quote obtained in 2016. Dave has contacted KEI for a quote update for a smaller number of poles but has not received the final numbers yet.
- CSF has secured sponsors for six poles to date for two years and has additional funds raised.
- Jim Orth proposed that we install baskets on eight poles to start (six that we have commitments for and two funded by additional donations raised). The group voted to proceed with eight poles initially with the option to increase if additional sponsors are secured. If additional funds raised could fund more baskets, Dave will communicate to the Board and a vote can be taken to increase the number at the next meeting or sooner.
- Dave will contact KEI and inform them of the decision made and provide the group with next steps
- The placement of the baskets in/around the Square was discussed. Greg has prepared a map with proposed poles for installation. Dave has also received a map from the City of Milwaukee of the poles approved for installation. Both maps will be circulated to the group. A decision on poles selection to be discussed at the February meeting.

Thank You Cards

Thank you cards need to be sent to donors. Mariiana will share a list of all donors and a sample Thank You letter which includes specific language required to be included for non-profits. Board members that prefer to send customized letters will mark those when complete. For the remaining, Mariiana will send Thank You letters.

East Town Annual Meeting

The East Town Annual Meeting is scheduled for Jan 24th at the Art Museum. Kim has arranged to have CSF Board members attend the meeting and have a table with promotional materials for Color the Square.

East Town March Board Meeting

Kim has arranged for CSF to attend the East Town Board meeting and present Color the Square. Dave/Carl/Greg to attend.

3. CSF Annual Meeting

- Annual Party to be held in March. Additional discussion is needed when Dan returns to start the planning process.

4. Wrap up

The meeting was adjourned at 7:05pm.. The next CSF meeting is scheduled for Feb 7, 2018 at 6pm.

ACTION ITEMS

1. All - review meeting minutes from Jan 17, 2018 meeting
2. Dave Reid - contact KEI to confirm details of the project
3. Dave Reid/Greg Patin - sent maps of the poles

4. Mariiana - Thank You cards

NEXT MEETING

02/07/2018, Wednesday, 6:00 pm, Location: 759 N. Milwaukee St.(the Colby Abbot Building), Conference Room 416