



Friends of the M.e.t. Inc. Board of Directors Luncheon* Meeting
TULSA REGIONAL CHAMBER, SPIRIT AEROSYSTEMS ROOM
WTI - 1 W 3rd Street, Suite 100, Tulsa, OK
Friday, October 8, 2021 – 12:00 Noon

AGENDA

- A. Call to Order**
- B. Consider, Discuss and Take Appropriate Action on the Following Items:**
 - I. Introductions: Friends Board, Guests**
 - II. Consider Approval of Minutes from July 9, 2021 Meeting**
 - III. Consider Approval of Minutes from August 20, 2021, to August 30, 2021, Correspondence Regarding America Recycles Day Banquet**
 - IV. Financials**
 - a. Balance Sheet and Budget Report Ending September 30, 2021**
 - b. Review and Approve FY 21/22 Budget Ending September 30, 2021**
 - c. Consider Approval of Receipts and Disbursements for July 1, 2021 - September 2021**
 - V. Consider Approval of 2022 Meeting Dates Including Annual Meeting Specifics**
 - VI. Update on M.e.t. Fall Events and Education**
 - VII. Discussion Regarding Annual Recycles America Heroes Awards with Promotions**
 - VIII. Discuss Fundraiser Ideas, Promotion for Matching Funds for Downtown Recycling Center's Donation by Brannin Family Foundation**
 - IX. Update on Joining United Way**
 - X. New Business and/or Comments**

C. Adjourn

**Note: Lunch is provided for the Friends of the M.e.t. Inc.'s Board of Directors and Guests as Reserved by October 7, 2021. If you cannot attend in person, you can call in by phone at 1-712-770-5505 (access code 955363#)*

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Friends of the Met, Inc.
Board Meeting
Friday, July 9, 2021 – 12:00 Noon
Tulsa Regional Chamber – St. Francis Conference Room
1 W 3 Street, Suite 100, Tulsa
and Telephone Conference Call 1-712-770-5505, Access Code 955363
Meeting Minutes

Officers in Attendance In-Person: President Jill Norman, Director Michael Willis, Director Michael Patton

Officers in Attendance by Telephone: Director Graham Brannin, Director Lynn Starnes, Director Cindy Spittler

Officers not in Attendance: Director Mike Melega, Director Laura Mock

Others in Attendance In-Person: Bobby Schultz (M.e.t.), Julie Monnot (Claremore Trustee), Terrie Hannam (M.e.t.), and Terri Brannin (M.e.t. Bookkeeper)

Friends of the M.e.t, Inc. Board of Directors met on July 9, 2021 in-person and via telephone conference call. President Jill Norman called the meeting to order at 12:05pm.

I. Introductions: Friends Board, Guest

President Jill Norman welcomed the board members who were all present and on the phone.

Item Ia) Rob Werley's Replacement

Bobby Schultz said the Board of Trustees approved Julie Monnot to be a representative from the M.e.t. Board to serve. He said it would also need approval from the Friends of the M.e.t. Inc. Board.

Item Ib) Discussion and/or Consideration of New Board Member

Julie Monnot mentioned she volunteered for The M.e.t. when she was in high school over twenty years ago and is familiar with the organization through her years of working for the City of Tulsa.

Michael Willis moved to approve Julie Monnot to serve as a Director on the Friends of the M.e.t. Inc. Board. Michael Patton seconded the motion. The motion passed unanimously.

II. Approve Minutes from April 9, 2021

Michael Patton moved to approve the *Minutes of April 9, 2021*. Mike Willis seconded the motion. The motion passed unanimously.

III. Approve Minutes from June 4, 2021 to June 10, 2021 Correspondence Regarding Approval for End of Fiscal Year

Terrie Hannam reminded all that it was necessary to do an end-of-year approval for finances and therefore an electronic meeting was necessary.

Michael Patton moved to approve the *Minutes of June 4, 2021-June 10, 2021*. Michael Willis seconded the motion. The motion passed unanimously.

IV. Financials

Item IVa) Balance Sheet and Budget Report Ending June 30, 2021

Bobby Schultz reviewed *Balance Sheet* and *Budget Report*. Due to Covid, he reminded all there was not an Enviro Expo in the 2020 Year and it was necessary to void invoices to supporters of the event. This leaves a negative number in the Enviro Expo financial code. Terri Brannin said the Sage Bookkeeping Program makes it a little

difficult but said last year's sponsorship had to be taken back out and even with new sponsorship this year, it still shows a negative \$300. She said this number will go away at the end of the year after the audit.

Bobby Schultz reminded all, he received approval to use the consultant/fundraiser code to help pay for The M.e.t.'s Intern Bailey Veal, 2021. He said Baily is assisting in writing some grants. For worker support/operations is where we plugged in the Brannin Foundation funds. He said he asked Graham Brannin if we could use this coming year's donation with the East Tulsa Depot funding. He said the Brannin Foundation would like it utilized as a matching gift fundraiser.

Michael Patton moved to approve the financials as presented. Michael Willis seconded the motion. The motion passed unanimously.

Item IVb) Review and Approve FY 21/22 Budget

Bobby Schultz said the new budget is like last year's except for raising the grant revenue to include the funds from ONEOK. He said there is a strong possibility they will consider donating towards the Downtown Recycling Depot for multiple years but will need to be done on a year-by-year basis to make sure it is needed and viable. Also, Bobby Schultz asked for approval to transfer the \$45,000 from ONEOK into the M.e.t.'s account.

Michael Patton asked about the rental code #6610 that was not utilized last year. Bobby Schultz said it is a contingency item in the event we do some sort of fundraising event.

Michael Patton moved to approve the FY 21/22 Budget as presented. Michael Willis seconded the motion. The motion passed unanimously.

Item IVc) Approval of Receipts and Disbursements for July 2021

Terrie Hannam said there are not any receipts and disbursements listed, however, if the Board could approve the \$45,000 funds to move to The M.e.t. then the bookkeeper could have a check made out for this the next time she is in the office.

Michael Patton moved to approve the \$45,000 funds to be moved into The M.e.t.'s budget. Michael Willis seconded the motion. The motion passed unanimously.

V. Update on Downtown Tulsa and East Tulsa Centers

Bobby Schultz said the Downtown Tulsa and East Tulsa centers are continuing to operate this new fiscal year. He said he is trying to secure funding for East Tulsa and has proposals out to Holly Frontier. Michael Patton said Holly Frontier is a well-run oil company.

Bobby Schultz expressed appreciation to Brannin Foundation for funding consideration of East Tulsa if the other prospects do not come into fruition. Graham Brannin asked the Board if there is a way to have the Brannin Foundation's money used to encourage a matching-grant strategy. Graham Brannin suggested Bobby contact local companies such as Anchor Stone, Amazon, and Macy's.

VI. Discussion Regarding Annual Recycles America Banquet and/or Fundraiser

Bobby Schultz asked for ideas on a fundraiser. He said Tulsa intends to continually cut their contribution to The M.e.t. including money to the education budget. Anything Friends of the M.e.t. Inc. can do to help supplement this operating income would be helpful. He said in the past we have recognized the heroes in sustainability and recycling at an Americas Recycles Day banquet. He asked for guidance.

Due to the recent fire with a recycling processor and many products not being recycled, Terrie Hannam expressed concern it might be difficult to find recycling heroes. Cindy Spitler asked if any local churches have assisted/gave

offering The M.e.t. Terrie Hannam said many years ago, All Souls Unitarian Church gave a one time donation and Boston United Methodist Church donates a room for the worker Christmas party each year. Graham Brannin said the banquet is a great event but has not been a fundraiser. He said the corporate angle would probably reap better rewards than with churches, however, he said he is open to anything.

Cindy Spitler asked if Bobby has contacted QuikTrip. Bobby Schultz responded yes, however, QuikTrip only supports Folds of Honor, United Way, and at-risk children. She suggested contacting Kum N Go. Bobby Schultz said he does have a grant request into Kum N Go but has not had their response to date. In a brief discussion regarding Wal-Mart's support, Bobby Schultz said he put in 25 requests for funding.

Lynn Starnes said QuikTrip has a division to handle philanthropy who has written a mission specific to those areas of funding and it allows them to make more of an impact in their specific areas. She suggested there might be more funds available in marketing rather than philanthropy to get dollars in the door for The M.e.t. Her recommendation is to look for environmental companies that we can co-market. There was a brief discussion regarding the Coweta site moving and discussion on the Coweta Chitchat. Cindy Spitler said she will help get the message to the high school. Graham Brannin said he has contacts at the high school in Coweta who could assist, Chris and Heather Cohen.

Michael Patton said the banquet is not a good fundraiser but a wonderful thing and great relationships for The M.e.t. He said make it more a state-wide program. Michael Willis said the banquet can harness and build a foundation for corporate relationships. Cindy Spitler asked if we researched the Rose Garden for the banquet or someplace close to mid-town. Michael Patton requested to check into the Mansion at Woodward Park. With the Delta variance, Cindy Spitler recommended an outdoor venue. It was suggested to try to make it a combined banquet-fundraiser.

There was a brief discussion regarding various ways of raising money at a banquet such as having a donation card at every seat. Terrie Hannam said if we are going to do a banquet, she needs to advertise for hero nominations and asked for directions. All agreed and to go forward with hero nominations. Lynn Starnes said if we do have an auction, it should be a few large things and not a lot of little things. She said the on-line bidding program can cost about \$7,500 and did not recommend going this direction. She had various ideas on doing a few games during the event. Graham Brannin expand to event and more of a gateway to getting their support and build connections to follow up with after the event going towards the corporate dollars. Cindy Spitler said there are ways to make corporate sponsorship informational and helpful.

VII. Discussion Regarding Signage for Donation Including Permission to Link Account

In regard to the discussion at the meeting in April regarding a donation sign at each center, Bobby Schultz said the intern researched the process. He said there is a specific program set up for non-profits and it is called Givebutter. He asked for permission to link the bank account to Givebutter for automatic deposits. He reviewed the fact sheet from Givebutter. All agreed to link the bank account. Julie Monnot suggested the QRL code to be on handouts and all information given away.

VIII. Update on Joining United Way

In order to be a part of the United Way, Lynn Starnes said an organization must fit in the following building blocks: (1) Education, (2) Health and safety, and (3) Financial stability. We need to figure out where we can align ourselves in one of those three categories. She suggested health and safety and it is necessary to figure how through health and safety, The M.e.t. makes a difference in the community in Tulsa. She said we also will need to explain why it is important to be a part of United Way. Until we come up with a write-up on this, we cannot meet with United Way. The deadline is January 31, 2022 but won't be funded until after the campaign (i.e. Jan. 2023). She said to consider the Innovation Grant which involves a one-page grant application on what you want to do

that is innovative and then you have 12 minutes to present to a board of six people. She said this grant could get you in the door of United Way. Bobby Schultz thanked Lynn Starnes and said he would work on the write-up.

IX. New Business

There being no further business, President Jill Norman called the meeting adjourned at 1:05pm.

Approved on _____

President

Secretary

