

Frazee Area Community Club - Monthly Board Meeting Agenda

Date: November 20, 2025 | **Time:** 0602pm- 0742pm

Meeting Chair: Rachael Johnson | **Timekeeper:** Jamie Crabtree

1. OPENING & ADMINISTRATIVE (10 minutes)

Attendance - Board present: Rachael Johnson, Dani Ketter, Sharon Trieglaff-Jons, Madison Olson, Danita Ketter, Jamie Crabtree, Brikker Ware, Jenn Winn - Online, Caitlin Brietenfeldt

Previous Meeting Minutes (October 16, 2025)

Motion to accept the previous meeting minutes: Brikker | Second: Dani | Vote: Passed

Treasurer's Report: request to refund Shannon Avery for Turkey Days Vendor fee of \$35 for medical reasons for not being able to attend |

Motion to refund Shannon Avery \$35: Sharon | Second: Madison | Vote: Passed

Motion to accept the Treasurer's Report: Brikker | Second: Madison | Vote: Passed

Pay the Bills: nothing to discuss

Motion to pay the bills: Madison | Second: Danita | Vote: passed

Open Forum (2 min):

Caitlin Brietenfeldt attended and discussed that she has taken over as Turkey Days chair 2026. Introduced herself & looking forward to chairing & support from FACC. Jamie will coach.

2. ACTIVE PROJECTS REVIEW (15 minutes) - 3 minutes each

A. Pickleball Update - Dani/Madison provide update

- As of 11/20/2025
 - In kind offer - Midco \$10,5000 internet into courts and park w/5 years service /at the time re-offer 5 more years (still in discussion w/school district on internet service)
 - Donations - \$54,257.90
 - Pledges - \$104,750
 - TOTAL = \$168,207.90

- Dirt work completed & portion of sidewalk - construction to resume in spring

Plan moving forward: Talk w/MMCDC for possible loan funding - continue CC

B. Gobble Quest Videos - CCC has decided to still do this. Jamie reached out to businesses and Jamie & Karen have 14 videos scheduled Monday & Tuesday to do the GQ videos. They will be turned into the video team before the end of Nov. Once videos are back, Jamie will put on FACC FB page one at a time. No cost to FACC.

D. Merry Frazee Christmas Planning - Advertising/SP Parade/Trees

- o Advertising
 - 8x11 flyers are up around town - 11x14 not done
 - Frazee Forum - 2x4 B&W \$92.80
 - Leighton - none at this time
 - Post on DL/Frazee buzz pages for free advertising of events
 - Action item: do Facebook ad \$100
 - Motion to spend \$100 on FB ad for Merry Frazee Christmas Advertising: Brikker | Second: Sharon | Vote: passed
- o Parade Judging/Judges
 - Jim Radar, Jason Smith, Mike Sharp, Jan Reiwer - Yes
- o Trees
 - Large tree by ice skating rink - Need people to help decorate/adopt
 - Mark Vetter/Thorps - Tom talking to for donating tree
 - Adopt-A-Tree - Trees are in & Tom picked up
 - \$40 now, increase fee next year
 - Need help to get put up ASAP so people can decorate by Dec 4th.

E. New Fundraising (Outside of Turkey Days) - Ideas for new FACC fundraisers to generate revenue for the FACC | New ideas: gambling/bingo

3. NEW BUSINESS & STRATEGIC ITEMS (8 minutes)

- Gambling SOP
 - o Put something in place for next time someone wants our help to make sure things are done right
 - o Action item: Jamie will put something together to review at next meeting
- Megan's Day Care - Sponsor Rain Gear set
 - o Approx \$110 per rain gear set & gloves - boots costs unknown

- o Action item: no action taken at this time
- Yearly Insurance renewal
 - o \$1500+.
 - Motion to Spend up to \$2000 on insurance that best fits FACC needs under review of three board members when quotes come in: First: Brikker | Second: Danita | Vote: passed

4. DECISION ITEMS (15 minutes)

5. ACTION ITEMS & WRAP-UP (2 minutes)

Task	Assigned To	Due Date	Follow-up
<hr/>	<hr/>	<hr/>	Email/Call
<hr/>	<hr/>	<hr/>	Email/Call
<hr/>	<hr/>	<hr/>	Email/Call

Next Meeting: December 18th | **Special items:**

Meeting Evaluation: On time: Y/N

Decisions made:

Action items clear: Y/N

PARKING LOT

- Splash Pad \$\$

MEETING SUCCESS GUIDELINES

Roles: Chair (focus/time limits) | Timekeeper (2-min warnings) | Secretary (decisions/actions only)

Ground Rules: 1) Stick to agenda - parking lot off-topic 2) Time limits firm 3) Decision-focused 4) Assign specific people/deadlines 5) Data-driven decisions

Pre-Meeting Prep: Review action items, financial reports, project updates, and advance materials

Post-Meeting (48 hours): Distribute minutes with highlighted action items, send reminders to assigned members, and calendar

Attachments to review

Last Month's Meeting Minutes - October2025

<https://drive.google.com/drive/folders/1rELKpmPwEukxdprV1SzoXcGvOQkNLN5O>