**June Meeting Minutes:**

Jeff has been working with Rose Scott from the Minnesota Sales Tax Office. An amendment to the NBAAA Articles of Incorporation has been submitted and was approved by the Minnesota Secretary of State.  An copy of this was sent to Rose, but she is checking to see if she needs the original copy.

The NBAAA is trying to define the note and/or minute taking process for board members, until a Secretary is elected.  TO reduce responsibility from current board members, Lisa suggested that we look to our fellow member associations to help fill our open positions.  It was suggested that member associations participate in 80% of the NBAAA board meetings.  If we consider board positions, as part of the 80% participation rule, we hope these participants will fill the open positions.

Barb made the motion that we make North Branch Junior Olympics Volleyball a member organization to the NBAAA.  Larry second the motion, and it passed.

Both Volleyball and Wrestling, are interested in learning more about the on-line store.  They are working with Barb to learn more about what this can offer.

It was agreed that one member would attend member association meetings, if requested.  This member will vary based on the information required by that member association.

Mary, from Jon Molton, said that the NBAAA qualified to submit our taxes using the post card form.  This was successfully completed by Larry.

We agreed to hold a special meeting to review the yearly treasurer's report.  This review will include a comparison of the bills to the checks paid out.  During our treasurer's report review/audit, Mary said we should to look for unidentified payments.  Larry will target a report to the board members, by August 1st.  This report will be used for audit purposes.

Jon Molton offered be the NBAAA book keeper, but to do so, they charge a $75.00 setup fee and $50.00 an hour service fee.  Mary estimated the initial cost to be $250-$500.

Dennis suggested that the NBAAA Treasurer present a monthly report from QuickBooks, to the board members before each meeting.  Larry agreed.  Larry will see if QuickBooks has a report he can send to board members, on a monthly basis.  He agreed to e-mail the QuickBooks report to the board members.

Since we are a Non Profit, Jon Molton told Larry that we cannot invest for profits or gains.  The money that we hold from year to year must not earn a profit for the NBAAA.

Existing 501c3 member associations will not be asked to supply any bank statements.  Member associations using the NBAAA 501c3 tax status and or the tax exemption, will be asked to supply a monthly/quarterly statements for all bank statements with the receipts.  These, member associations will have the NBAAA Treasurer sign for their receipts file, and then return the form after review is complete.  Dennis motion that this process be used by NBAAA.  Lisa second the motion, and it passed.

Lisa presented a document, listing the benefits for member associations.  This was revised, and will be approved at our September meeting.

Lisa will research g-mail, to see if that can redirect NBAAA mail to our personal accounts.  Signing onto another system for e-mail, is currently not an option.

It was determined that Volleyball will Host the October Rec. Night.

We will prepare the NBAAA Bylaws, during the October meeting.  This will be updated and approved at our November meeting.  We plan to review our approved Bylaws at the December meeting.  This will be a great introduction for new board members.

Every NBAAA is open to the public.  Unlike member associations, we encourage community members to become involved.  If this changes, we will have to plan for an annual public meeting.