

Minutes – MVPC Board Meeting: September 12, 2023

Tuesday, 9/12/2023, 7:02pm

Location: Online Zoom Meeting

Board Members 2023-2024

President	Rick Graves
Vice President	Daniel Vande Vusse
Secretary	Brian Bauman
Treasurer	Debra Sunderman
Salon Committee	Daniel Vande Vusse, Al Kiecker, Kevin Corrigan
Programs	<i>vacant</i>
Publicity	Phil Davies, Joy Kamano
Exhibits	Lorrie Dahlman, Carrie Rebeschke
Website	Joe Santos, Bev Kiecker
Facilities	<i>Vacant</i>
Activities	Bonnie Vande Vusse
TCACCC Rep	Craig Peterson
2024 Interclub Judging	Craig Peterson
Eagan Rep	Ken Cheung
PSA Rep	Bev Kiecker
N4C Digital Rep	Rick Graves
N4C Judging Team	Daniel Vande Vusse, Craig Peterson
Historian	Becky Bergmann
Past President	Al Kiecker

Highlighted names indicate attendance.

Members in attendance

Officer & Committee Chair Reports

President – Rick Graves

- 2023-2024 Board Members are shown above
- New board additions:
 - Thank you to Craig Peterson for volunteering (TCACCC Rep, Interclub competition lead)
 - Thank you to Joe Santos for volunteering (webmaster)
 - Thank you to Ken Cheung for volunteering (Eagan Rep)
- Vacancies: Programs, Facilities (two spots), Activities
- I will be out of town in October. I will not be available for the October meetings. Daniel will be running General & Board meetings

Vice President – Daniel Vande Vusse

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Secretary – Brian Bauman

- Approve minutes of August 2023 board meeting
 - Bev Kiecker motioned to approve August 2023 minutes with motion seconded by Al Kiecker. Motion passed unanimously to approve by the Board.
- Approved May 2023 MVPC Board meeting minutes sent out to all members
- Approved minutes from Annual Membership meeting sent out to all members
- Thank-you and gift card sent to John Pennoyer for in-person presentation at May 2023 meeting

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- Sympathy card sent to Deb Sunderman and family
- Will be sending thank-you to Jef Clements for in-person presentation for September program.

Treasurer – Debra Sunderman

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MVPC Treasurer Report June1-August 31 2023 64 Members

Primary Savings	
Beginning balance	\$5.19
Deposit (interest)	\$0.00
Total	\$5.19

Savings -Money Market .7 0.80%	
Beginning balance	\$5,104.75
Deposit (interest)	\$6.83
Total	\$5,111.58

Checking			
	Beginning balance		\$1,717.88
	Deposits		\$1,034.52
		Sub total	\$2,752.40
	Expenses		\$1,146.77

Checking total \$1,605.63

Total Funds MVPC \$6,821.00

Deposits			
	Zoom/think tank	\$85.50	
	Banquet	\$949.02	
			\$1,034.52

Expenses			
	Awards	\$111.51	
	Salad	\$18.00	
	Mr Pig stuff	\$830.00	
	Banquet ice/h2o	\$18.32	
	Plaques	\$87.84	
	stamps/gift cards	\$78.64	
	postage	\$2.46	
			\$1,146.77

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- Reminder that Club Fiscal Year runs September 1st to August 31st. Any bills for this club year need to be submitted & reimbursed by the end of August.

Salons – Daniel Vande Vusse, Al Kiecker, Kevin Corrigan

- Since the 4th Thursday in November 2023 is Thanksgiving and there are five Thursdays in November, the salon meeting will be the following week, Thursday November 30
- Adam Grim is the year end salon judge. Banquet date recommended in chart below
- Salon judges have been found as indicated in the chart below

September Salon Notes:

- 60 entries from 16 members for September
- Notice that not many entries – may need to do some further investigation on this

Salon Date	Due Date	Topic	Media	Judge
9/28/2023	9/7/2023	Lines and Angles	Digital	YES - Beverly Hawkins
10/26/2023	10/5/2023	Wildflowers	Prints	YES
11/30/2023	11/2/2023	Anything Fun	Digital	YES
1/25/1900	1/4/2024	Macro/Micro	Prints	YES
2/22/2024	2/1/2024	Wabi-Sabi	Digital	YES
3/28/2023	3/7/2024	Water In Motion	Prints	YES
4/25/2024	4/4/2024	Favorite Hobby	Digital	No
5/23/2024	5/2/2024	Weathered	Prints	No
6/6/2024	5/23/2024	year end	both	Adam Grim

Program Chair – vacant

- September Program seemed to be well received by the members with multiple positive comments.
- Rick Graves and Al Kiecker have arranged some programs for 2023-2024 year

Date	Presenter	Title/Subject	Remote/In-person	Comment	Fee?
9/7/2023	Jef Clements	Video	In Person	Great feedback from membership	No
10/5/2023	Terry Butler	B&W photography	In Person		No
11/2/2023	Rikk Flohr	Macro	In Person		No
12/7/2023	MVPC Members	Member slideshows	In Person		No
1/4/2024	Arik Gorban	Travel	Remote		
2/1/2024	Mariann Cyr	Antarctica	In Person		No
3/7/2024	Ed Sanders	3D Photography	In Person		No
4/4/2024	Lisa Cuchara	Add Impact to Your Flower Photography	Remote		
5/2/2024					
6/6/2024		Year End Banquet	In Person		

- As a backup Rick has obtained a 90-minute video lecture “The Heart of the Photograph” by photographer David duChemin (<https://davidduchemin.com/>). Ordinarily he charges for a presentation

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to camera clubs, but he offered this video presentation free. We are not permitted to share it on any website.

Photographers Playground – Don Tredinnick

- Here are the first 4 activities:
 - ~~9/21– Toy Photography in Nature - Cedar Ave Bridge Unit - Minnesota Valley National Wildlife Refuge 5:30pm–7:30pm.~~
 - **Due to a change in Don’s plans, this has been rescheduled to 2 new dates:**
 - September 19th from 5:30pm to 7:00pm
 - September 27th from 5:00pm to 7:00pm
 - 10/25 - Basics of Video - Crex Meadows 3:00pm - Sunset
 - 11/18 - How to photograph X and what camera/lens to use - Stone Arch Bridge - 9:00am - 11:00am
 - 12/21 - Create Bokeh Background - Somewhere with Christmas Lights - (open to suggestions on location) - 6:30pm - 8:30pm
 - I blocked out 2-hour time periods, but we can go longer if everyone is having fun.

Publicity – Phil Davies, Joy Kamano

- Will be printing brochure (~\$80)
 - New QR code for updated website:



- Some edits to last year’s brochure
- Didn’t run ad for Jef Clements in the paper but paid for enhanced promotion on The Patch. Will continue Facebook and Craigslist ads.

Exhibits - Lorrie Dahlman and Carrie Rebischke

- Exhibit installed at West Photo in Minneapolis. Ran through August up to September 12th
- Egan Community Center exhibit will be refreshed in October

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Website – Joe Santos & Bev Kiecker

- Current Website:
 - For some reason or another, some of the software used in our current website have been updated. Godaddy said that they did not do any updates. This broke some of the site’s functions like the ‘becoming a member’ function. Web team decided not to do anything about it for now and we’ll fix the problems when we move to our new platform.
 - We’ll start work on moving the website to a more secure hosting platform with our current provider. We expect testing to take a week or two before we go live on the new platform.
 - Website migrated on 9/12/23
- New Website:
 - We’ve started work on the new website. Expected completion date is end of October. Having a “WOW” website is more important than a deadline.
 - Looking for feedback from others on verbiage of the new site
- Email Lists (A reminder)
 - The table below lists all the emails that are currently set up in Googlegroups and GoDaddy and how they function and where to manage the personal emails that are listed. The Webmaster builds and maintains all the lists

mvpcboard@googlegroups.com	All board members	Manage in Googlegroups
mvpcinfo@googlegroups.com	President, Secretary, Treasurer and Publicity	Manage in Googlegroups
mvphotoclub@googlegroups.com	All current members	Manage in Googlegroups
To be built, when needed	Inactive Members	Manage in Googlegroups
mvpcsalon@googlegroups.com	Personal emails of salon group	Manage in Googlegroups
n4c-entries-to-mvpc@googlegroups.com	Personal emails of N4C Judging Team	Manage in Googlegroups
To be built	Personal emails of PSA Reps	Manage in Googlegroups
mvpc-psa-team@googlegroups.com	Personal emails of PSA Team	Manage in Googlegroups
mvpc-zoom@googlegroups.com	Personal emails of Zoom Hosts	Manage in Googlegroups
webmaster@minnesotavalleyphotoclub.org	Personal email of Webmaster	Manage in GoDaddy

- Club Calendar
 - Reminder: All Committee Chairs need to supply timely information for the club calendar, as needed.
- Send any activity pictures to Joe Santos to be posted on site – will help keep things fresh.

Facilities – vacant

- ISD 191 Note (keep this note until we use the credit)
 - Contact at ISD 191 for facilities use is Kyle Hinrichsen at 952 707-4123
 - We have \$210 credit toward use of facilities.
 - Are we able to get a refund?
 - The cost of rooms varies between \$25 and \$35 per hour.
 - Larger rooms are \$35.
 - Classroom style rooms range from \$20 to \$30 per hour.
 - Note: there is a comment on insurance, with a requirement on Certificate Liability of Insurance.
 - the insurance requirement applies only to groups above 75 participants and anyone who is requesting use of the gymnasium.
 - They no longer offer food service onsite, so it is permissible to bring in outside food.
 - no alcohol policy on all School properties
- Club Projectors
 - Al Kiecker has in his possession the digital projector
- Club Sound System

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- Club will be retaining our sound system and keep for backup – currently in Al Kiecker’s possession.
- Approved Banquet Date: Thursday, June 6, 2024.

Activities – Bonnie Vande Vusse

- Planning in progress

TCACCC Rep – Craig Peterson

- Al Kiecker attended the September meeting on Thursday 9/14/23.
 - Any changes to a club’s officers should be forwarded on to the Council.
 - The Judge’s List and Program List are in the process of being updated.
 - Not much discussion of Spring Break. They would like someone to be the center of the event, i.e. keynote speaker and sessions.
 - Most of the meeting was devoted to discussion of Interclub 2024, but little was accomplished since the people with the report on the 2023 Interclub were not present. Some of the points that were made:
 - What are the changes? What is the process that should be followed.
 - Unanimous agreement that text driven AI is not photography and should not be allowed in Interclub.
 - Club’s need the info of any changes to the Interclub rules now, not delayed until January.
 - Long standing problem of incorrectly sized images. This has always been a big problem for the clubs responsible for Interclub judging. I pointed out that an online entry system could prevent this.
 - Don’t mount your prints on cutouts from a cardboard box.

Interclub 2024 – Craig Peterson

- MVPC is planned to be the club that coordinates Interclub competition judging for 2024?
 - The upcoming interclub duties are too big for one person. I plan to process the images for the judging and create the needed judging results reports.
 - We need other members to manage the judging and also the awards procurement.

Eagan Rep – Ken Cheung

- Question from Eagan City staff: At some city events they have “selfie” stations. At the August board meeting the consensus was that MVPC cannot commit a photographer to be at the selfie stations.
- A new Eagan agreement is ready to be approved under New Business

PSA Rep – Bev Kiecker

- There will be 3 Rounds this year – November, February, and April
- We will be entering Color, Monochrome, Journalism, Nature, and Travel (6 individual entries each category).
- Looking for 2 more folks to be part of the PSA Team which narrows our entries to the best 6 in each category.

N4C Digital – Rick Graves

- Received the N4C ballot which is due September 13 - Attached
- September 2023 status
 - Digital Altered Reality: 2 Entries
 - Digital B&W: 3 Entries
 - Digital Journalism: 2 Entries
 - Digital Nature: 3 Entries

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- Digital Pictorial: 3 entries
- Digital Travel: 3 entries

N4C Judging Team – Daniel Vande Vusse, Craig Peterson

- 2023-2024 Judging Schedule
 - N4C tentatively proposed:
 - October – Digital Pictorial
 - November – Digital Altered Reality
 - May – Digital Nature
 - Awaiting final N4C judging schedule

Historian – Becky Bergmann

- No report

Past President – Al Kiecker

Action Items

- **Action Item:** Vice President (Daniel) will take the action to create the new policy and send out to be reviewed by Board member – IN PROCESS
 - Proposed Policy – Individuals will be removed from membership (dropped from emails, lose all member benefits) if dues are not paid in full by Dec 31st. In the event a lapsed member returns they can retain their old salon number.
- **Action Item:** Daniel will write up an instruction document with the procedure to prep the room. Al & Bev can run through and test it out and provide feedback – COMPLETE
- **Action Item:** Daniel to send out email to MVPC members to see if there's anyone that would be able to join the AV team – IN PROCESS
- **Action Item:** Thank you notes should be mailed out to past judges by the Secretary (Brian Bauman) – COMPLETE
- **Action Item:** Secretary is to send a thank-you note & gift card for John Pennoyer for May in-person program - COMPLETE
- **Action Item:** Secretary to send a thank-you card and gift card to Jef Clements of Eagan TV for the September program. IN PROCESS
- **Action Item:** Bev Kiecker to send out updated New Member guide for Board members to review and provide feedback
- **Action Item:** Board members to review New Member guide and reply back by Jan 1st to Bev Kiecker with feedback

Old Business

New Business

- Approve 2024 Eagan agreement – attached
 - Motion to approve by Daniel Vande Vusse and seconded by Bev Kiecker. Motion passed unanimously by the Board.
- Authorize Rick to vote the annual N4C ballot due September 13
 - Rick was authorized to cast ballot on MVPC behalf with no vote needed.
- Need a small 2–3-person team to recommend to the board what to do for record retention by January 2024 Board meeting

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- Bev to lead this group. Becky Bergmann and Brian Bauman will assist.
 - What records to retain?
 - Mandatory
 - Nice to have
 - Where to retain them?
 - How long to retain them?
-
- Motion to adjourn meeting by Bev Kiecker and seconded by Brian Bauman. Motion passed unanimously to adjourn at 8:25pm

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Attachment – Room Technical Difficulties Recommendations

I think we need an AV team. Right now if I do not show up, I am not certain we will have a meeting. Put together a process document. Normal operation and fall back procedures. The AV team shows up 30 minutes before and setup / tests, installs fall back solutions as needed. I do not always get to focus on this, supporting the salon, etc, prior to the start of the meeting.

I also think we need to be prepared for equipment failures. It will happen. It happens at work, we just move to another room. We do not have that option.

Resources we need to hold a meeting;

Presentation Laptop - currently the Club Laptop - New should be reliable, I still bring mine as a spare just in case.

Monitor laptop - Currently my laptop. - See what is being "broadcast". Mute participants who have not muted themselves, Used to test the setup prior to the meeting. Need a wireless headset to listen in to the audio. Could it be done using a phone / tablet as a backup? An AV team member needs to be monitoring this.

Projector - Club has one, we should confirm it works and bring it. Just need a wall if the screen does not come down. We had one meeting where it finally started working just a few minutes before the meeting.

Sound - Club should have a speaker system, just a decent set of PC speakers is likely good enough. May plug into the same adaptor as the microphones.

Internet - Would need someone with a phone that supports a hotspot and unlimited data, This has never been an issue, so far.

Audience microphone wrangler. - AV team member to move mic to participants in the audience for questions / comments / introduction.

Extension cord and power strip for projector and sound system.

USB C hub, with USB 3 ports. Plug in the microphone adapter, Microphone power supply, USB drives with presentations.

Daniel

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Attachment – 2024 Eagan Agreement



EAGAN
PARKS & RECREATION

Vendor Service Agreement

Eagan Parks & Recreation
3830 Pilot Knob Road, Eagan, MN 55122
(651) 675-5500 | www.cityofeagan.com

Event Minnesota Valley Photography Club General Meeting

Date	1st Thursday January 2024	Start Time	am	End Time	am	Set Up	30	+ Minutes
			7:00 + pm		9:00 + pm			
Date	through Dec. 2024	Start Time	am	End Time	am	Set Up	30	+ Minutes
			7:00 + pm		9:00 + pm			

Vendor Name	Minnesota Valley Photography Club	Home Phone	
Contact Name	Rick Graves	Work Phone	
Street Address		Cell Phone	
City, State, Zip	Eagan, MN	Type of Service	Photography
Email		Attendees with Group	Meeting attendance around 40 people

Agreement Terms

The City of Eagan Parks and Recreation Department and MN Valley Photography Club agree to the terms of the partnership as outlined per the attached addendum.

Additional Terms and Comments

SEE ATTACHED ADDENDUM.

Disclaimer and Signature

In consideration of participating in this activity, I hereby personally assume all risks in connection with this activity and I hereby agree to hold the City, its officials, employees, agents and contractors harmless and I waive any right to make claims or bring lawsuits against the City or anyone working on behalf of the City for any injuries or damages related to the alleged negligence of the City. This waiver does not apply to any injuries or damages that are the result of any willful, wanton, or intentional misconduct by the City or anyone acting on behalf of the City.

I shall defend, indemnify and hold harmless the City and its officials, employees and agents from any liabilities, judgments, losses, costs or charges (including attorneys' fees) incurred by the City or any of its officials, employees or agents as a result of any claim, demand, action or suit relating to any bodily injury (including death), loss or property damage caused by, arising out of, related to or associated with my participation in this activity, except to the extent caused by the sole negligence, gross negligence or willful misconduct of the City or its officers, employees or agents.

Vendor Contact Signature		Date	
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Eagan Contact Name	Tanya Mozingo	Date	8/16/2023
Eagan Contact Phone	651-675-5525	Email	tmozingo@cityofeagan.com

Vendor Approval (Office Use Only)		
Mayor, City of Eagan	Clerk, City of Eagan	Date
W-9 Form	<input type="checkbox"/> Needs to Be Submitted	<input type="checkbox"/> On File

Minnesota Valley Photography Club Volunteer Photography Agreement Addendum



Eagan Parks and Recreation Department & Minnesota Valley Photography Club

MN Valley Photography Club's Role:

MN Valley Photography Club and The City of Eagan agree to enter into a volunteer photography agreement through the Eagan Parks & Recreation Department as contracted photographers for City of Eagan special events, programs and facilities in order to build a photo stock for use in City of Eagan publicity. The details are listed below:

- *This agreement is with volunteers from the Minnesota Valley Photography Club providing volunteer photography services at City of Eagan special events, programs and of and at City of Eagan Facilities including the Eagan Community Center, Cascade Bay Water Park and the Civic Ice Arena as well as sports fields and other facilities.*
- The City of Eagan will provide a staff liaison who will coordinate with the designated member from the Minnesota Valley Photography Club the dates, times and list of photos they wish for the volunteer photographers to provide.
- The City of Eagan will track participating club member's volunteer hours including the time spent shooting photos at events, programs, parks and facilities, etc. as well as the time it takes for the photographers to download, label, computer process and send photographs to the City of Eagan.
 - Club members who volunteer agree to track and turn in their volunteer hours to the Eagan Parks & Recreation Department as they submit photos.
- Volunteer photographers from the Minnesota Valley Photography Club must apply to be a volunteer with the City of Eagan, filling out and turning in the appropriate application forms and a background check form. Background checks are completed as part of the volunteer approval process. Volunteers passing their background check will be confirmed by the Volunteer Coordinator.

Eagan Parks & Recreation Role:

In return for the support provided by *MN Valley Photography Club* with volunteer photographers taking photographs at City of Eagan events, programs, facilities and in the community for use by The City of Eagan in publicity and community promotions, the City of Eagan will provide:

- A meeting space at the Eagan City Hall for once a month "Focus Group" photography learning sessions in 2024 hosted by the Minnesota Valley Photography Club including audio visual supplies including projector, screen, microphone/speakers, tables, chairs, podium and additional standard meeting equipment provided by the City of Eagan.

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- These spaces will be limited to the first Thursday of each month from January 2024 to December 2024, with the option to be renewed if interest by both parties at the end of each year for the coming year.
 - Dates for Focus Group Meetings in the Training Room at the Eagan City Hall are:
 - Thursday, January 4, 2024 from 7 - 9 pm (room from 6:30 - 9:30 pm)
 - Thursday, February 1, 2024 from 7 - 9 pm (room from 6:30 - 9:30 pm)
 - Thursday, March 7, 2024 from 7 - 9 pm (room from 6:30 - 9:30 pm)
 - Thursday April 4, 2024 from 7 - 9 pm (room from 6:30 - 9:30 pm)
 - Thursday, May 2, 2024 from 7 - 9 pm (room from 6:30 - 9:30 pm)
 - Thursday, June 6, 2024 from 7 - 9 pm (room from 6:30 - 9:30 pm)
 - Thursday, July 11, 2024 from 7 - 9 pm (room from 6:30 - 9:30 pm)
 - Thursday, August 1, 2024 from 7 - 9 pm (room from 6:30 - 9:30 pm)
 - Eagan Room to be used on this date instead of Training Room
 - Thursday, September 5, 2024 from 7 - 9 pm (room from 6:30 - 9:30 pm)
 - Thursday, October 3, 2024 from 7 - 9 pm (room from 6:30 - 9:30 pm)
 - Thursday, November 7, 2024 from 7 - 9 pm (room from 6:30 - 9:30 pm)
 - Thursday, December 5, 2024 from 7 - 9 pm (room from 6:30 - 9:30 pm)

Renewal Discussion in September 2024 for 2025 between City of Eagan Staff and Facility Coordinator for the Minnesota Valley Photography Club.

- The complimentary meeting space will be booked through the approved representative from Minnesota Valley Photography Club through the City of Eagan Recreation Manager.
- The City of Eagan will provide log in information for on-line uploads of photos.
- The City of Eagan will provide lanyards, ID badges for volunteer photographers and for regular/active volunteer photographers a green City of Eagan vest will be provided to identify vendors when they are at City of Eagan hosted activities.

Trade Agreement Disclaimer

Ownership of Promotional Materials: Any plan, idea and all promotional materials created by *MN Valley Photography Club* or City of Eagan/Eagan Parks and Recreation Department shall be and will remain the property of both parties. The volunteer photographer retains ownership of the original digital photograph.

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Attachment – N4C Ballot

N4C Ballot for Officers 2023-2024

Please confer with your club and vote on the following N4C officers for the upcoming 2023-2024 year. Please use the check boxes by each name. Also please fill in the number of members that your club has. Sorry for the late sending out of this ballot but we have been hoping to have names for Directors 5 & 6. You can click on the check boxes to vote for that particular person.

Please e-mail the ballot back to greg.hoglund@sbcglobal.net by September 13.

PRESIDENT – Paul Hagen

TREASURER – Lynda Richards

SECRETARY - Sonja Hoglund

First Vice President – Dwight Corrin

Second Vice President – Jennifer Tigges

Director 1 – Tim Zeltinger

Director 2 – Carl Hardy

Director 3 – Paul Grillo

Director 4 – Drago Nemec

Director 5 – Stephonie Schmitz

Director 6 – TBD

Club Name _____

Number of Club Members _____