
Helena Highlanders Association, Inc.

Meeting Minutes

May 5, 2024

Call to Order

A meeting of Helena Highlanders Association, Inc. was held at 135 West Loren Rd / 2024 HVHG event site on May 5, 2024.

Motion to call to order by Matthew McKenzie/2nd by Tami Greaney

Called to order at 10:35 AM.

Attendance

Executive Board Attendees: Matthew McKenzie (President), Keith Greaney (Vice President), Tami Greaney (Treasurer), Heather Rankin (Secretary)

Coordinator Attendees: Rob Rankin, Amber Guge, Jason Pettit, Jennifer Davis, Chad MacDonald, Joyce Henderson

Member Attendees: David Leeper, Christy Leeper, John Davis

Public Attendees: Jonathan Rankin, Kit Johnson

Voting Attendees = Executive Board (less President) + Coordinators. Count = 9

Review & Approval of Minutes

Minutes from the April 21, 2024 meeting were discussed.

Motion to accept the minutes as written made by to Heather Rankin/2nd by Keith Greaney/9 AYE, 0 NAE – Motion Passes.

Treasurer Report

Tami Greaney:

Expenses out since last meeting \$508.04

Deposits since last meeting \$6,252.10

\$13,780.66 Checking Current Balance.

Fundraising: Vann's BBQ \$586.00. Pizza Ranch \$695.00.

Coordinator Report

Event Logistics – Rob Rankin:

Portable Restrooms – Little John’s has been secured and invoice paid.

Food & Beverage – Amber Guge:

6 Food Trucks are registered.

Checking with Hidden Legend concerning the cost of a keg of mead to sell.

Clan – Joyce Henderson:

13 Clans are registered.

Volunteer – Chad MacDonald:

BCBS volunteers haven’t responded but Chad will try to contact.

Fundraising – Jason Pettit:

May 6th - Copper Furrow Pint Night 5-8PM. \$1 for every pint sold.

Discussion – increasing HHA participation.

Vendor & Demonstrator – Jen Davis:

Vendors:

Over 20 vendors have registered with only a couple who haven’t paid yet.

Black Devils (7) have signed up and will lead the parade and have a booth.

Old Business

Merchandise/Fundraising Update:

T-Shirts/Koozies/Stickers (To Sell):

Matthew McKenzie - Shirts from Justin Jessop – No response.

Tami Greaney will order T-Shirts, Koozies and Stickers.

Motion to approve the purchase utilizing a maximum budget of \$2,000. If the final cost exceeds \$2,000, Tami will initiate an email vote to Executive Board and Coordinators to approve the increase.

Submitted by Rob Rankin/2nd by Keith Greaney/9 AYE, 0 NAE – Motion Passes.

Entertainment:

The Dynamic Duet - \$400 for two sessions (morning/afternoon).

Motion to secure The Dynamic Duo as described made by Tami Greaney/2nd by Amber Guge/9 AYE, o NAE – Motion Passes.

Kit Johnson discussed the Black Devils performing.

Sponsor Updates:

Discussion ensued. Updated information on sponsor tracking sheet.

Radio Ads – Tami Greaney:

Discussion ensued concerning the 3 options presented. Determined best would be to combine for maximum reach.

Motion to allow Tami Greaney to negotiate with radio station and secure the most appropriate package within a \$1,500 budget made by Heather Rankin/2nd by Tami Greaney/9 AYE, o NAE – Motion Passes.

EMT's – Keith Greaney:

Still trying to pin down West Valley Fire. East Valley Fire has confirmed they can step in if West Valley is unable.

Girl Scouts – Tami Greaney:

Confirmed the Girl Scouts operating a child care area at the event is not covered under our insurance. Tami is reaching out the Girl Scouts to find out if we can be listed as an additional insured on their insurance. More to come.

Things to Buy List – Tami Greaney:

Tami will make available the things to buy list from last year.

If we receive the Montana Gaelic Society Grant, the group is leaning toward a large tent or square.

New Business

Itinerary – Matthew McKenzie:

Discussion concerning the Itinerary ensued.

Recommended that we post opening time, beer tent open and preliminary athletics start time for now. This will be a working document as we narrow down the final events.

Youth Games – Tami Greaney:

Youth games <18 would require one more judge. At this time there is no new information available from the MT SAAA since they won't know how many judges are coming until closer to the event.

Another Square Reader – Heather Rankin:

Due to the success at Vann's using our new Square reader, it is recommended we purchase another so we can utilize at each the beer ticket tent and merchandise tent.

Motion to order another square reader and stand made by Heather Rankin/2nd by Tami Greaney/9 AYE, 0 NAE – Motion Passes.

Additional Chairs / Square Bales / Large Tent:

Discussion ensued. Determined we should have plenty of chairs and no need to find square bales.

Kit Johnson may have a large tent we can utilize. He will let us know.

Open Floor Discussion

Just general discussion. Nothing to report.

President/Vice President Announcements

Keep fundraising! Stress that any donation/sponsorship is greatly appreciated.

Next Meeting Reminder

05/19/2024 10:30AM (Executive Board & Coordinators) 11:00AM open meeting. Missouri River in the upstairs conference room.

Adjournment

Motion to adjourn made by Matthew McKenzie/2nd by Tami Greaney/9 AYE, 0 NAE – Motion Passes.

The meeting of Helena Highlanders Association, Inc. was adjourned at 11:43AM.

ADDENDUM

05/07/2024 Text Message sent by Tami Greaney to Executive Board and Coordinators concerning the purchase of T-Shirts, Koozies, Stickers, Temporary Tattoos.

Originally approved on the 05/05/2024 meeting a maximum budget of \$2,000 with the agreement that anything above that would need to be approved through email or text message.

Preliminary costs later reduced by coupon codes...

170 T-Shirts = \$1,864.90 including free shipping
200 Assorted Color Koozies = \$271.00 including free shipping
100 2" Custom Vinyl Stickers = \$27.49 (\$19.00 + \$7.49 shipping)
4 Packs of Temporary Tattoos for kid giveaway = \$20.00

\$2,183.35 Total meaning \$183.35 over budget (*later reduced*)

Motion made to approve the \$2,183.35 for T-Shirts, Stickers, Temp Tattoos and Koozies as detailed above made by Heather Rankin/2nd by Rob Rankin/9 AYE, 0 NAE – Motion Passes.