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# Helena Highlanders Association, Inc

## Meeting Minutes

October 20, 2024

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### Call to Order

- The regular meeting of the Helena Highlanders Association, Inc was held at Moose Lodge 639 on October 20, 2024.
- Motion to call to order by Matthew McKenzie/2<sup>nd</sup> by Tami Greaney.
- Called to order at 10:46 AM.

### 1. Attendance

Executive Board Attendees:	Matthew McKenzie (President), Keith Greaney (Vice President), Tami Greaney (Treasurer), Christy Leeper (Interim Secretary)
Coordinator Attendees:	Chad MacDonald, Jason Pettit
Coordinators Excused:	Amber Guge
Member Attendees:	David Leeper

*Voting Attendees = Executive Board (less President) + Coordinators. Count=5*

### 2. Review & Approval of Minutes

- Discussion:
- Tami Greaney noted a correction to the minutes of the previous meeting.
- Correction:
- The agenda posting timeframe was updated from 48 hours to 24 hours per bylaws.
- Action:
- Minutes of the September meeting were unanimously approved with the noted correction.

### 3. Treasurer's Report

Financial status for October reported by Tami Greaney.

- Expenses:
- No expenditures
- Income:
- \$250 Donation from Blue Cross Blue Shield of Montana
- Bank Account Total:
- \$15,901.57
- Action:
- No actions. Financial status noted.

### 4. Coordinators' Reports

#### Event Logistics

- Reported by: None
- Details: Vacant position
- Action: No new information.

#### Food & Beverage

- Reported by: None, Amber Guge Excused
- Details: No new information.
- Action: No new information.

### Clan Coordinator

Reported by: Matthew McKenzie  
Details: No new information.  
Action: Matthew will prepare a list of prospective honored clans for next meeting.

### Volunteers

Reported by: Chad MacDonald  
Details: No new information.  
Action: No new information.

### Fundraising

Reported by: Jason Pettit  
Details: No new information  
Action: No new information

### Vendors/Demonstrators

Reported by: Vacant  
Details: No new information  
Action: Assign vendor responsibilities as planning progresses.

## 5. Old Business

### 2025 Gathering Location

Current Status:	<ul style="list-style-type: none"><li>East Helena Rodeo Grounds remains the tentative location.</li></ul>
Discussion:	<ul style="list-style-type: none"><li>Contract negotiations in progress.</li><li>Plan to send last year's contract, edited to remove Steed's name.</li></ul>
Action:	<ul style="list-style-type: none"><li>Matt to send the revised contract to the East Helena Rodeo committee.</li><li>Await confirmation of contract donation status.</li></ul>

### Infrastructure

Current Status:	<ul style="list-style-type: none"><li>In progress</li></ul>
Discussion:	<ul style="list-style-type: none"><li>Jason is waiting for feedback on price of used tents.</li></ul>
Action:	<ul style="list-style-type: none"><li>Jason to report on any updates next meeting.</li></ul>

### Feather Flags for Honored Clan

Current Status:	<ul style="list-style-type: none"><li>In progress</li></ul>
Discussion:	<ul style="list-style-type: none"><li>Tami Greaney is looking into the cost of a feather flag for honored clans.</li><li>Awaiting a quote from Fast Signs.</li><li>Initial estimate from Staples: \$215.</li><li>Past collaboration with Fast Signs resulted in about a 20% discount.</li></ul>
Action:	<ul style="list-style-type: none"><li>Tami to follow up with Fast Signs for a formal quote and potential discount.</li></ul>

### Missing Tarp from Gathering Pop Up Tent

Current Status:	<ul style="list-style-type: none"><li>In progress</li></ul>
Discussion:	<ul style="list-style-type: none"><li>Chad is missing a tarp for the 12x12 tent from the June event.</li></ul>
Action:	<ul style="list-style-type: none"><li>Members to look for the missing 12x12 gray tarp.</li></ul>

### Elections

Current Status:	<ul style="list-style-type: none"><li>Agenda for elections was not sent out as required by bylaws.</li></ul>
Discussion:	<ul style="list-style-type: none"><li>Move elections to the next meeting.</li><li>Ensure compliance with bylaws for future agendas.</li><li>Motion made by Matt to push elections to next meeting. Keith 2<sup>nd</sup> motion.</li><li>Vote: 5 AYE, 0 NAE – Motion Passes.</li></ul>

Action:	<ul style="list-style-type: none"> <li>President to ensure future agendas are prepared and distributed on time.</li> <li>Elections will occur during next meeting.</li> </ul>
<b>Appointment of Interim Secretary</b>	
Current Status:	<ul style="list-style-type: none"> <li>Gradual transition to new secretary.</li> </ul>
Discussion:	<ul style="list-style-type: none"> <li>Motion by Matt to appoint Christy as interim secretary until an official vote.</li> <li>Vote: 5 AYE, 0 NAE – Motion Passes.</li> </ul>
Action:	<ul style="list-style-type: none"> <li>Christy to assume duties as interim secretary.</li> </ul>

## 6. New Business

<b>Sponsorship Letters</b>	
Discussion:	<ul style="list-style-type: none"> <li>Sponsorship letters prepared, pending location details.</li> <li>Availability of digital copies on website for distribution.</li> </ul>
Action:	<ul style="list-style-type: none"> <li>Use current letter version until the Gathering location is confirmed.</li> <li>Encourage members to distribute sponsorship letters.</li> </ul>
<b>Business Cards Distribution</b>	
Discussion:	<ul style="list-style-type: none"> <li>Members are encouraged to take and distribute business cards within the community.</li> </ul>
Action:	<ul style="list-style-type: none"> <li>Members to continue distributing business cards.</li> </ul>
<b>President Resignation and Election</b>	
Discussion:	<ul style="list-style-type: none"> <li>Concerns were raised about the president's ability to fulfill their duties due to extensive personal commitments.</li> <li>A discussion was held regarding the possibility of stepping down from the role.</li> </ul>
Action:	<ul style="list-style-type: none"> <li>Matthew McKenzie officially stepped down as president.</li> <li>Keith Greaney appointed as interim president per by laws.</li> <li>Executive Board Members to elect a new Vice President at the next meeting.</li> <li>Matthew McKenzie will remain as Clan Coordinator.</li> </ul>
<b>MT SAAA Update</b>	
Discussion:	<ul style="list-style-type: none"> <li>Tami Greaney reported that four new judges shadowed in Hamilton and independently judged in Kalispell.</li> <li>Christian plans to step down as president of SAAA and Garrett will assume presidency of SAAA.</li> <li>Lodging for 2025 Gathering judges was discussed.</li> </ul>
Action:	<ul style="list-style-type: none"> <li>Continue support and training for new judges.</li> <li>Monitor leadership transitions within SAAA.</li> </ul>

### Next Meeting Scheduling

Proposed Date: 

- November 17<sup>th</sup> at Missouri River Brewing at 10:30 AM

### Adjournment

- Motion to adjourn made by Matthew McKenzie / 2nd by Tami Greaney / 5 AYE, 0 NAE – Motion Passes.
- The meeting of Helena Highlanders Association, Inc. was adjourned at 11:03AM.