



# Jackson Commercial Contractors Association

P.O. Box 143 · Jackson, MI 49204

Phone: 517-990-9600

[www.jcca.biz](http://www.jcca.biz)

## JCCA General meeting minutes February 13, 2019

- Meeting called to order by Ryan Smithson at 5:33 p.m.
  - Board members present
  - Chris Sayles (secretary)
  - Ryan Smithson (Pres)
  - Donn Roberts (Director '19)
  - Dan Machnik (Membership)
  - Steve Patch (Treasurer)
  - Ted Wray (director '19)
  - Paul Swaitlowski (VP)
  - Dan Draper (Education)
  - Mike Sharp (Past Pres. '19)
  - Ted Christoff (marketing)
- Board members absent
  - Kip Cunningham (director '19)
  - Mike Hirst (director '20)
  - Jim Lester (director '20)
  - Pat Hitchingham (Scholarship)
  - Andy Cook (director '19)
  - Mark Schissler (director '20)
  - Inosencio & Fisk (legal)
- Invocation given by Ted Christoff
- Guests
  - None
- Review of January General meeting minutes
  - Motion to accept – Chris Crissenberry
  - Second – Paul Swaitlowski
  - Motion passed
- Treasurers report - Steve Patch
  - Current bank balance \$21,137
  - Receivables \$1,300
  - Expenses in line with budget
- Marketing / Brick Award – Ted Christoff
  - 3 Awards Given
  - Pictures from Chamber meeting loaded on Web Site
  - Scholarship application updated on Web Site
  - 2019 Budget Approved
  - JCCA Entered K105.3 Chili Cook off
  - Jackson Magazine published Construction issue with several members spotlighted.
- Membership spotlight
  - Shafer Redi Mix – Doug Shafer
  - Shivley – Bouma – No Representation
  - Spring Arbor Lumber – No Representation
  - Spirit Steel – No Representation
  - Sharp Construction – Mike Sharp
  - Standard Electric – Jerry

- Scholarship – Patrick Hitchingham – Absent
  - Allegiance Health may participate with offering another scholarship
  - Scholarship currently does not have an honoree
- Membership Committee – Dan Machnik
  - Looking for new Chair to Membership Committee
- Education – Dan Draper
  - Speaker –Steve Patch – Tax law changes
  - Looking for March / April Speakers
  - Signup sheet passed around for sign up of March 15<sup>th</sup> job fair @ Career Center
- Old Business
  - Christmas party survey – most comments about music and possible different approach. Good turnout at venue.
  - Accounting services moved to Quickbooks online.
- New Business
  - Fair Grounds project
  - NW Chiller project
  - Linda – Englewood – sponsoring charity at Interfaith Shelter – participation encouraged. Ryan Smithson donated 50/50 winnings to charity program.
  - Next month nominations for board members. 6 positions available
  -
- Next Meeting – November 14th, 2018.
  - March's sponsors
    - Walton Insurance Group
    - Wellman Masonry
    - Willbee Transit
    - Willis & Jurasek
    - Willis & Machnik
    - Steve Yearling
- Drawings
  - Jackson Radio Spotlight with Greg O'Connor – Dan Draper
  - 50/50 – \$55 (1/2 of \$110 collected) – Ryan Smithson
  - Membership drawing – No draw – winner last month – pot to reach \$250 for next draw. Next Month's pot at \$55
- Adjourn 6:48 p.m. adjournment

Submitted by C. Sayles 2/14/2019 4:46 PM



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## JCCA General meeting minutes March 13th, 2019

Meeting called to order by Ryan Smithson at 5:38 p.m.

- Board members present
  - Chris Sayles (secretary)
  - Ted Christoff (marketing)
  - Ryan Smithson (Pres)
  - Mike Hirst (director '20)
  - Dan Machnik – (membership)
  - Donn Roberts (director '19)
  - Mark Schissler (director '20)
  - Dan Draper (Education)
  - Paul Swaitlowski (VP)
- Board members absent
  - Mike Sharp (Past Pres. '19)
  - Kip Cunningham (director '19)
  - Steve Patch (treasurer)
  - Pat Hitchingham (Scholarship)
  - Ted Wray (director '19)
  - Andy Cook (director '19)
  - Inosencio & Fisk
  - Jim Lester (director '20)
- Invocation given by Ted Christoff
- Guests
  - Jim Coutu – Michigan Works Southeast
- Review of February meeting minutes
  - Motion to Accept– Mike Hirst
  - Second – Paul Swaitlowski
  - Motion passed
- Treasurer's report –(Steve Patch absent)
  - Current bank balance \$18,681
  - Now moved to Quickbooks online format. Forms will look slightly different than in the past.
  - Receivables less than last year at this time.
  - Reflects \$400 escrow
  - Report accepted without dissention
- Marketing / Brick Award – Ted Christoff
  - Encouraged to attend career center job fair as part of the marketing message.
  - Doug Hanson (WKHM) offering spots for Local Contractor Week. Cost at \$970 (\$2,000 value)
- Membership – Dan Machnik (absent)
  - Looking for new chair for membership
  - Directory being finalized. April 1<sup>st</sup> deadline.
  - Ted Christoff going to check on 4 members that may not be part of JCCA any longer
    - Liberty Landfill, Menards, ALAM Inc., Production Realty
- Education – Dan Draper
  - Today's Speaker – Jim Coutu – Michigan Works Southeast
    - Job fair in May
    - Focus on re-skill and up-skill of workers.

- Funded by grants. 80% Federal 20% State.
  - Job Fair March 15, 2019 time 8:00 – 2:00
  - April speaker needed
- Scholarship Committee – Patrick Hitchingham (absent)
  - Currently have 2 ea. \$1,000 Scholarships
  - CP Federal offered \$250 toward scholarship.
  - Henry Ford Allegiance voiced wanting to participate – may turn into a third scholarship.
  - Name on one JCCA scholarship on a permanent basis as the
    - “JCCA - Patrick Cunningham Memorial Scholarship”
  - Other scholarships to be JCCA based, but will be individually named only upon approval of the board.
  - Use Dixon Golf again for fund raising hole at annual golf outing. Proceeds to fund scholarships.
  - Candidate Applications due by April 1<sup>st</sup>.
- Member spotlight (sponsors) for this month’s meeting
  - Walton Insurance Group – No representation
  - Wellman Masonry - No representation
  - Willbee Transit Mix - Aaron
  - Willis and Jurasek – No representation
  - Willis and Machnik – Dan Machnik
  - Yearling Electric - Judy
- Old Business
  - Board positions open
    - VP
    - Treasurer
    - Secretary
    - 4 Directors
  - Membership committee chair needed
  - Nominations opened.
    - Motion by Chris Sayles second by Ted Christoff to slate outgoing director members as a re-elected position. Those individuals are
      - Donn Roberts
      - Kip Cunningham
      - Ted Wray
      - Andy Cook
    - Motion by Ted Christoff second by Mike Hirst to nominate as a board member to fill an open position
      - Tom Rooney
      - Jim (?)
    - Motion by Ted Christoff second Mark Schissler to nominate Mellissa Stroede for Treasurer
  - Nomination to remain open until meeting in April where election will follow.
- New Business
  - Sinking Fund proposals
    - Hanover Horton
    - Vandercook
  - Bond proposal
    -
- 5050 drawing – Mike Hirst - \$60 (1/2 of \$120 collected)
- Membership draw (Has not reached \$250 yet) Next month’s pot \$115
- Radio Spotlight – Aaron – Willbee Transit
- Next general meeting April 10th, 2019.
- Adjourn 7:02p.m.