

One Hundredth (100) Regular Meeting
Boulder Junction Community Foundation Board
Tuesday, November 19, 2019

Boulder Junction Community Center, Nordlof Conference Room

“Our Mission: To preserve and enhance Boulder Junction for present and future generations.”

Present: John Altschwager (2019), Barbara Douglas-Johnson (2020), Jennifer Engstad-Heitz (2021), Susan Govier (2021), Craig Mason (2020), Michelle Mauzer (2019), Beth Rondello (2020), Mary Van Grinsven (2019), and Nicole Wilkin (2021).

Absent with notice: Adam Zogata (2019), Rhonda Sybeldon (Bookkeeper)

Call to Order and Agenda for the Meeting:

The meeting was called to order by President Altschwager at 5:35 p.m.

Motion: Approval of agenda with order of items at the discretion of the chair.
Douglas-Johnson/Rondello M/S/P

Minutes of the August 23, 2019 Meeting:

Motion: Approval of October 8, 2019 minutes. Engstad-Heitz/Wilkin M/S/P

Welcome to Guests

A warm welcome to Janie Geiger and Bill Spear.

Treasurer's Report

Receipts and Expenditures: Treasurer Wilkin presented the October financial report, showing the October general checking account beginning balance was \$75,441.72, and end of month balance was \$75,922.13. Reflected in this end of month balance are donations received for the Public Restroom Project Fund of \$31,735.00.

The current reconciled balance in our Restricted Endowment Fund at the end of October 2019 was **\$333,764.14**. Since July, \$7,400 was awarded in grants from this account, with more grants being voted on later this evening. \$1368.67 was donated during the month of October and has been sent to the Endowment account.

It is noteworthy to mention, we have reached our 2019 goal (\$333,333.33) of being 1/3rd of the way to our overall goal of \$1Million dollars. Congratulations and Thank You to everyone who made this a reality!!!

Motion: Approve financial report and place on file. Wilkin/Govier M/S/P

Directors Wilkin and Rondello presented more details on the Network For Good (NFG) donor management software program we have just purchased to help us maintain accurate records as we continue to grow. Wilkin, Sybeldon, and Van Grinsven will be working on the historical population of all records. We have signed a one year contract which will run through November 1, 2020.

President's Report

President Altschwager reviewed the 2019 operations calendar for November and December. With only a few items left this year, we are on track for 100% completion. Many thanks to all Directors who helped us achieve all planned and operational milestones this year.

Sturm Family Public Restroom Project: The Project is doing well and with a few more pledges to receive, will likely meet or exceed their goals for this project. As of November 12, 2019 we have deposited donations totaling \$36,935, with \$12,500 in pledges yet to be received. In addition, a grant application was turned in to the Foundation and we will be voting on it later in this meeting.

The slate of officers and new or renewing Directors was presented to the Board. Voting will take place later in this meeting. Please see listing later in these minutes (Voting).

Motion: Close nominations. Enstad-Heitz/Douglas-Johnson M/S/P

Committee Reports

Finance Committee:

- The finalized 2020 Budget was presented.
- Finance Committee met on November 15, 2019. After explanation of committee deliberations, the following motion was presented by Chair Wilkin for approval:

Motion: \$10,000 be sent to our Restricted Endowment Fund at CFONCW.
Wilkin/Van Grinsven M/S/P

Fundraising Committee

- Directors Rondello and Van Grinsven are in the final stages of updating our Founders and Legacy Circle booklet. It will be published this year.
- Chair Rondello reported our November major campaign mailer will be collated tomorrow and mailed on November 21.

- The pros and cons of continuing Pay Pal were discussed in reference to the options now available to us through Network For Good (NFG).

Motion: When Network For Good (NFG) is up and running, drop the use of Pay Pal and use NFG online giving. Douglas-Johnson/Wilkin M/S/P

Grants Committee

- The committee met on November 15, 2019 and two grants were presented for Board consideration. Chair Van Grinsven noted we have had a total of \$11,300 in 2019 from our Restricted Endowment Fund, with a remaining balance not yet distributed of \$4000. We also have funds available in our Enhancement Funds (Greatest Needs, Arts & Culture, Bike trail) for grant considerations.

Consider Grant Request: \$750 Town of Boulder Junction & EDCCCommittee for 2020 Fiber To The Premisise (FTTP) Project

Motion: Approve a \$750 grant to the Town of Boulder Junction in 2020 when the FTTP Project has begun and a bill is presented. Van Grinsven/Mason M/S/P

NOTE: The Board of Directors deferred the decision about the sources of these funds will be taken from until such time as a request for payment is received in 2020.

Consider Grant Request: \$5000 Town of Boulder Junction & Sturm Family Building Community in Boulder Junction Restroom Project

Motion: Approve a \$5000 grant to the Town of Boulder Junction for a Public Restroom at the Sports & Recreation Area, including Sturm Field. Van Grinsven/Rondello M/S/P

Motion: Approve \$4000 be granted from our Restricted Endowment Fund and \$1000 from our Greatest Needs Fund. Van Grinsven/Wilkin M/S/P

Publicity and Community Relations Committee:

- Chair Douglas-Johnson reported the committee met on November 13, 2019 on a press release scheduled for tomorrow with the Lions Club after the completion of their pavilion roof project (\$1500 grant)
- Douglas-Johnson reported there will be upcoming press releases with the Fire Department receives the Extractor (\$4,403 grant), Restroom Project Grant (\$5000), Broadband Grant (\$750), and notification of our outgoing Directors and our new Directors.
- Weekly Facebook and website postings continue. We would like to encourage our Directors, donors, and friends to share our pages to increase our exposure to the public.

Election for 2019-2020

Slate of Directors: John Altschwasger (2nd term)
Jane (Janie) Geiger (1st term)
William (Bill) Spear (1st term)

Motion: Approve Directors for a three (3) year term. Douglas-Johnson/Van Grinsven M/S/P

Executive Board: John Altschwager, President
Susan Govier, Vice President
Beth Rondello, Secretary
Nicole Wilkin, Treasurer

Motion: Approve Executive Board for 2019-2020 Engstad-Heitz/Mason M/S/P
Bank signators will be Altschwager, Govier, Rondello, and Wilkin.

Confidentiality Forms: In keeping with our By-laws, all Directors signed confidentiality forms.

Contract Employee for the position of Administrative Assistant

Mary Van Grinsven has agreed to temporarily fill the position of Administrative Assistant through the transfer of records into the Network For Good (NFG) platform as well as creating a smooth transition between duties now being assigned to this position. A contract was presented and signed.

The executive committee was previously authorized to create and fill this position (August 23, 2019). While no vote was needed tonight, the Board of Directors thanked Van Grinsven for her willingness to help with this transitional period.

Calendar Items to Remember

- Tuesday, November 19 Annual Board Mtg, 5:30pm, Nordlof
- Wednesday, November 20 Fall Campaign Letter workday 2pm
- Thursday, November 21 Fall Campaign Letter to be mailed
- Thursday, December 5 Christmas BAH&Mostly Social,WBV
Arrive 4:30pm, starts at 5pm
- Tuesday, December 17 Executive Board Mtg, 3pm, Aqualand
- No December Board Meeting
- Tuesday, January 14 Foundation BOD, live @trivia night
Aqualand, 6pm dinner, 7pm trivia
- Tuesday, January 21 Regular Board Meeting, 4pm, Nordlof

Correspondence- None this month.

New Business

Set Date & Time for 2020 Board of Directors Meetings

- The Directors decided to stay with the 3rd Tuesday of the month.
- Meetings will start at 4pm. June, July & August meetings will begin at 5pm due to busy business hours during peak tourist season.

Committee Formation for 2020

- All Directors stated which committees they wished to serve on in 2020.
- New Directors are free to attend any/all committee meetings and add themselves at any time during the year.

Adjournment

Motion: Meeting adjourned at 8:05pm. Douglas-Johnson/Rondello M/S/P

Minutes respectfully submitted,
Mary Van Grinsven
M/S/P

2020 Committee Members

Finance Committee: **Nicole Wilkin, Chair**; John Altschwager, Tom Basting, Sr., Michelle Mauzer, Gary Plouff, Craig Mason, Bill Spear, Mary Van Grinsven, and Mark Hilgendorf, Consultant

Fundraising Committee: **Jennifer Engstad-Heitz, Chair**; John Altschwager, Tom Basting, Sr., Susan Govier, Michelle Mauzer, Craig Mason, Beth Rondello, Bill Spear, Parker Sterner, and Mary Van Grinsven

Publicity and Community Relations Committee: **Barbara Douglas-Johnson; Chair**, John Altschwager, Jennifer Engstad-Heitz, Janie Geiger, Dave Osborn, Beth Rondello, and Theresa Smith

Grants Committee: **Mary Van Grinsven, Chair**; John Ader, John Altschwager, Barbara Douglas-Johnson, Sue Fehlandt, Susan Govier, Craig Mason, and Beth Rondello