

Minutes
First Meeting of the Boulder Junction Community Foundation

Friday, October 1, 2010
Boulder Junction Community Center

Present: Dennis Aukstik, Leslie Gauberti, Irene Gravelle, Gene Klisnick, Barb Konopacki, Craig Mason, and Amy Wheeler

Agenda for the Meeting:

The meeting's agenda was emailed out by Dennis Aukstik and followed, as distributed, with the addition of the approval of minutes from the September 16, 2010, meeting at which the first BJCF Board was selected.

The meeting was called to order at 10:10 a.m.

Minutes of the September 16, 2010, Meeting:

Irene Gravelle reviewed the highlights of the minutes and distributed copies to those who had not received them via email. Upon a motion by Dennis Aukstik, second by Leslie Gauberti, the minutes were accepted as distributed.

The minutes will be filed.

Ratification of the Election of Directors:

The ratification of the election of the nine members of the BJCF Board was the first item of official business on the agenda. Board members agreeing to accept directorships include Dennis Aukstik, Leslie Gauberti, Irene Gravelle, Jim Hornbrook, Gene Klisnick, Barb Konopacki, Craig Mason, Krista Maurer, and Amy Wheeler.

Dennis Aukstik reminded Board members to send Irene Gravelle a biography so that she can compile them for future publicity needs of the Foundation.

Election of Officers and Official Records of the BJCF:

Upon a motion by Dennis Aukstik, second by Barb Konopacki, the following officers were elected:

President: Amy Wheeler
Vice President: Dennis Aukstik
Secretary: Irene Gravelle
Treasurer: Leslie Gauberti
Registered Agent: Irene Gravelle

Upon a motion by Dennis Aukstik, second by Craig Mason, the initial terms of office for the Board members were determined by lot. Motion carried. The terms are as follows:

Three Year Terms:

Dennis Aukstik
Leslie Gauberti
Amy Wheeler

Two Year Terms:

Irene Gravelle
Barb Konopacki
Craig Mason

One Year Term:

Jim Hornbrook
Gene Klisnick
Krista Maurer

Because **official records of the BJCF** will need a permanent home, these decisions were reached:

1. Dennis Aukstik made the motion, second by Leslie Gauberti, that the Colorama Dinner files will be housed at Barb Konopacki's house. Motion carried.
2. Irene Gravelle will purchase a flash drive for electronic files of the BJCF and also investigate an online service for off-premises storage. Hard copy files of the minutes will also be maintained by the secretary. Craig Mason agreed to supply the BJCF with long-term data storage discs.
3. Permanent files of working and historical documents for the BJCF will be kept at Amy Wheeler's place of business.
4. It was agreed that PDF files of electronic transmissions to and from Board members were the best format.

Approval of the Articles of Incorporation:

While discussing the Article of Incorporation for the BJCF, the Board was informed that Leslie Gauberti had arranged for the post office box for the Foundation. The address for the Foundation is P. O. Box 675, and two keys were provided for the post office box. Leslie Gauberti and Amy Wheeler will keep the keys and have access to the post office box.

Amy Wheeler moved, second by Dennis Aukstik, that the Articles of Incorporation be approved by the Board. Motion carried.

Dennis Aukstik will take the Articles of Incorporation back to Steve Garbowicz for filing with the State of Wisconsin. Irene Gravelle will be listed as the registered agent of the BJCF on the application form.

Adoption of By-laws:

Irene Gravelle moved, second by Amy Wheeler, that the By-laws be tabled until the next meeting of the Board. Motion carried.

Approval of the Bank Account at Citizens Bank:

Amy Wheeler moved, second by Dennis Aukstik, that the BJCF bank account be established at Citizens Bank and that P.O. Box 675 be used for the bank statements. Motion carried.

Press Release on the Formation of the Organization:

It was generally agreed that no press releases would be made on the BJCF until the Articles of Incorporation were accepted by the state.

Approval of the Restricted Fund Contract with CFNCW:

The Community Foundation of North Central Wisconsin will meet on the third Friday of October, 2010. Amy Wheeler moved, second by Dennis Aukstik, that our Restricted Fund Contract and a three hundred dollar deposit to start our account will be forwarded to the CFNCW in time for their October meeting. Motion carried.

Approval of Donor Investment Option:

Because our donation to the Restricted Fund is less than \$10,000, it will go into the 70/30 pool for investment (70% stocks, 30% bonds) with the CFNCW.

Treasurer's Report:

Treasurer Leslie Gauberti reported that on September 16, she had a balance of \$545.00 in the treasury. On September 18, she withdrew \$58.00 to pay the post office box fee, leaving a balance of \$487.00. On September 19, a donation of \$30.00 was deposited, increasing the balance to \$517.00.

Dennis Aukstik moved, second by Barb Konopacki, to accept the Treasurer's Report. Motion carried.

Colorama Dinner:

A brief discussion of the Colorama Dinner was held. The next Colorama Dinner will be held on **Saturday, September 17, 2011**. Suggestions were requested, and Gene Klisnick shared his observations while working at the dinner. Barb Konopacki and Gene Klisnick volunteered to serve as co-chairmen of next year's dinner. Serving with them will be Amy Wheeler, Craig

Mason (signs), Dennis Aukstik and John Ader (parking), and Irene Gravelle. Irene Gravelle shared the need for solutions to the handicapped access. Also discussed was the possibility of reducing the price of advanced ticket sales.

Leslie Gauberti and Irene Gravelle volunteered to draft a thank you letter. Volunteers will also need to be alerted to next year's date. John Altschwager was suggested as another valuable worker on the dinner.

Approval of Standing Committees and Chairpersons:

The following standing committees and chairmen were listed:

Distributions Committee (Grants): Leslie Gauberti, Chairman

Fundraising Committee: Amy Wheeler, Chairman

Community Relations Committee: Dennis Aukstik, Chairman; Irene Gravelle, Publicity

Special Events Committee: Table until later

Nominating Committee: Table until later; all will serve

Founders Event:

Amy Wheeler shared some of her ideas for a Founders Event at the Outdoorsman. She will chair the committee with assistance from all directors. The event could be optional black tie. If additional space is needed, a tent could be rented for possibly \$300. More time and planning will be needed.

Web Site/Linked In/Facebook Coverage for the BJCF:

Amy Wheeler reported that Dave from Calm Waters Solutions is creating the web site, and there will be a link to the Chamber of Commerce's web site.

Christmas Walk:

Barb Konopacki will talk to the Chamber about setting up one or two tables during the Christmas Walk for the BJCF. Ideas included utilizing the musical talents of Dennis Aukstik's son and group and the possibility of a tent at Amy Wheeler's place of business.

Application for Section 501 (c) (3) Status:

Leslie Gauberti and Dennis Aukstik will work together on this 72 page application. Amy Wheeler moved, second by Irene Gravelle, to move forward on this application. Motion carried.

Tabled Agenda Items:

The scheduling of meetings with the Boulder Junction religious and civic organizations (1) and the scheduling of a general community information meeting (2) were both tabled until a future meeting.

Authorization for EIN Application:

The Board authorized the application for an EIN number on behalf of the BJCF. The Federal ID number will be 27-3581914.

Next Meeting:

The next meeting of the Board will be held on Tuesday, October 19, at 6:30 p.m. in the small meeting room of the Community Center.

Irene Gravelle will complete the address/phone number/cell phone/email table of all our Board members for this meeting.

Adjournment:

The meeting adjourned at 12 noon upon a motion by Amy Wheeler, second by Dennis Aukstik.

Irene Gravelle, Secretary
BJCF