

Minutes
Sixty First Regular Meeting of the Boulder Junction Community Foundation
Board Meeting
Monday, January 18, 2016
Boulder Junction Community Building, Nordlof Conference Room

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

Present: Dennis Aukstik (2016), Barbara Boston (2017), Leslie Gauberti (2016), Dave Osborn (2017), Parker Sterner (2016), Gene Klisnick (2016), Grant Herman (2016) and Mary Van Grinsven (2016) were present. Irene Gravelle, Consultant to the Board was present. Lois Smith (2016) attended by phone. Gary Plouff (2018) and Michelle Mauzer (2016) were absent with advance notice. Tom Basting, Sr. Consultant to the Board, was absent with advance notice.

Call to Order and Agenda for the Meeting:

The January meeting was called to order by President Barbara Boston at 5:00 p.m.

Motion: Approval of agenda. Gauberti/Aukstik M/S/P

Welcome to Guests and Award Presentation:

Welcome to guest, Gil Gravelle. The board took this opportunity to present Irene Gravelle with the First **Irene Gravelle Lifetime Community Service Award**. An individual plaque was given to Gravelle and the unveiling of a larger plaque to hang in the Community Center hallway took place. President Boston and Past President Aukstik expressed much appreciation and thanks to Irene for her many years of service to the community at large and thanked her specifically for her leadership, inspiration, and work ethic as one of our founding members of the Foundation. The entire board honored Irene. The wording on the permanent Community Center plaque best sums up the over-riding feeling of our board:

The Boulder Junction Community Foundation Awards the Irene Gravelle Lifetime Community Service Awards in Recognition of a Lifetime of Excellent Public Service Benefitting the Entire Boulder Junction Community.

Minutes of the December 17, 2015 Meeting:

Motion: Approval of minutes. The secretary will distribute. Osborn/Smith M/S/P

Treasurer's Report:

Treasurer Leslie Gauberti gave her January report to the Board. The designated general checking account began the month of December with a balance of \$22,717.32 and ended the month with a balance of \$14,480.49 The Designated subaccount started the month of December with \$12,166.06 and ended the month with \$9,387.31 as a result of transactions related to the Community Endowment, Neighbors Fund, and the payment of bills. The Undesignated (operations and discretionary) subaccount started the month of December at \$10,551.26 and ended

the month with \$5,093.18, in part as a result of sending \$5,480.08 of undesignated funds to the Community Endowment Fund.

The Colorama checking account started December at \$9,419.72. Proceeds from the Colorama Dinner and its sponsors (\$5,875), People's Choice Awards (\$1,124.37) and the Silent Auction (\$920.55) totaling \$7,919.92 were sent to the Endowment Fund, ending the month with a balance of \$1,499.80. The People's Choice Awards account started December at \$1,124.39 and all proceeds were sent to the Endowment Fund, closing out this account.

The BJCF Community Center Building Fund began the month of December with a balance of \$550.06 and ended the month with a balance of \$200.06 as a result of a pledge received and a check presented to the town totaling \$2,850.06, bringing our total distribution to the town to \$400,832.41.

Treasurer Gauberti gave a final 2015 budget report and commended the board for monitoring and staying within the budget last year.

Motion: December Treasurer's Report be filed for audit. Aukstik/Herman M/S/P

Treasurer Gauberti reported on our Neighbor program. 2015 closed out with 61 members and a total of \$3035 in donations. The mail campaign sent out 255 letters for a cost of \$169.58. To date, we now have 66 members who contributed \$3,660 to the Neighbor Fund; a response rate of 26% including \$3,575 in generous donations to the Endowment Fund

Treasurer Gauberti presented the Endowment Fund Fourth Quarter and Year End Report. \$39,448.56 has been sent this year with a total of \$132,843.78 in the fund at the end of December. She indicated that \$2,072.68 in recent donations was mailed to the Endowment Fund. Treasurer Gauberti also indicated that after the Neighbor mailing success, an additional \$1,100 in the Undesignated subaccount is available for deposit into the Endowment Fund.

Discussion ensued on the practice of waiting until Fall each year after the Colorama Dinner to make one large distribution to the Endowment Fund. In the past, we needed to do this to make sure we could meet our budget for the year. The success of our Fundraisers and our generous donors, now allow us to be in a position to make multiple donations throughout the year as our financial records indicate.

Motion: \$1,100 from our undesignated subaccount be sent to the Endowment Fund. Aukstik/Van Grinsven M/S/P

Gauberti reported to the Board the procedures with Wipfli Accounting Firm will be similar to last year and all reports will be given to us to review before filing.

Treasurer Gauberti reported that a donation to the Endowment Fund from Barbara Boston had been received consisting of proceeds from her NLS Community Education dance class. On Behalf of the Board, Gauberti thanked President Boston for her creative Endowment fundraising.

President's Report:

President Boston applauded our increase in Neighbors through the mailing campaign and thanked them for their support of the Foundation as well as their

generosity to our Endowment Fund. It is important to grow our base of support and educate our community on their Foundation.

Boston reported through the success of our Fundraising efforts and the generosity of our donors, both our Operating budget goals and our Fundraising budget goals have already been met for 2016. This is a wonderful indication of growth the Foundation has experienced since its inception in 2010.

Boston reminded the Board for 2016, the Fundraising Committee's Endowment Fund goal remains at \$50,000.00. The committee will investigate how to proactively set up Special Project or "Field of Interest" Funds as some donors prefer to see their giving make an immediate impact. The Foundation would like to assist both ways of giving back to the community.

The Operations Calendar items were reviewed and all items are on task for January and February.

The Board of Directors reviewed all board policies (Can be found on our website: www.boulderjunctioncf.org) and an annual Conflict of Interest Document was signed for 2016.

Motion: Approve all standing Board Policies. Aukstik/Gauberti M/S/P

The Board was reminded of our 100% participation goal as Neighbors as well as a contribution to the Endowment Fund. It was noted 2015 had 100% participation.

Committee Reports:

The Finance Committee did not meet last month. Van Grinsven gave a brief report on the investment management research on behalf of the Board. The research is continuing and will be presented to the Finance Committee which will, in turn, make its findings to the Board.

The Committee informed the Board the spending possibility for grants in 2016 from our current Endowment Fund is \$4,100.

The Fundraising Committee: Chairman Parker Sterner reported the Neighbor's Drive mailing continues to be a success, as noted by our Treasurer's report earlier in the meeting. Work is continuing on our 2016 Raffle with plans set to be finalized at our April meeting. The committee is also working on researching opportunities for 2017 and beyond.

Updating current informational documents was discussed. Gauberti will work on updating our tri-fold membership brochure and the Fundraising Committee will work on updating the Founders Circle and Legacy Circle Booklet. Any ideas for changes should be directed appropriately.

The Fundraising Committee was also asked to come up with a plan to increase awareness of the option for donors to make a pledge over a multi-year timespan as well as come back with a recommendation for future mailings in 2016.

The Publicity and Community Relations Committee did not meet last month but was asked by the board to work with the Grants Committee to look into ways of

publicizing our grant process and the fact we have monies available for qualified grant applications.

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Colorama Dinner Committee: A reminder to mark your calendar for Saturday, September 17, 2016 at Camp Manito-wish YMCA.

Website and Facebook Updates are to be sent to both Gauberti (website) and Osborn (Facebook) to help keep these media avenues vibrant and current.

Review of Strategic Plan:

Tabled until the February meeting. Irene Gravelle was asked to email a current copy in January to all board members for review. Any comments by Board members should be sent to Mary Van Grinsven, Secretary, by February 16, 2016. This document will be reviewed at the February meeting.

Non-Profit Institute Registration:

Gauberti reported contact with the registration office provided us, as a smaller Foundation looking for information, limited options that were not feasible at this point in time. A letter was written for future consideration, requesting the sharing of information without having to attend the entire, degree program. Gauberti will report back to the board on the results of our request.

Calendar Items:

Upcoming Board Meetings: February 22, 2016. Please note this is a date change to the 4th Monday of the Month. The 3rd Monday is a public holiday. The meetings will continue to begin at 5:00 p.m.

Correspondence: No personal correspondence was received last month.

Other Business:

The Winter Newsletter is due to be sent out in late January and the 2015 Annual Report should arrive in February. Many thanks to Leslie Gauberti for again coordinating both of these informative documents.

Good of the Order:

The Town Board Meeting is Tuesday, January 26, 2016 at 7:30. The Foundation will request to give an update if there is room on the agenda.

Adjournment: **Motion:** Meeting adjourned at 6:40 p.m. Gauberti/Sterner M/S/P

Mary Van Grinsven, Secretary

m/s/p 2/22/16

2016 Committee Members

Finance Committee: Leslie Gauberti, Chair; Mary Van Grinsven, Lois Smith, Craig Mason, Dennis Aukstik, Gary Plouff, Barbara Boston and Tom Basting, Sr. (Advisor)

Fundraising Committee: Parker Sterner, Chair; Craig Mason, Dave Osborn, Mary Van Grinsven, Grant Herman, Michelle Mauzer, Barbara Boston, and Tom Basting, Sr. (Advisor)

Publicity and Community Relations Committee: Irene Gravelle, Chair; Leslie Gauberti, Gene Klisnick, Kristen Tichacek, and Barbara Boston

Grants Committee: Lois Smith, Chair; John Ader, Leslie Gauberti, Mary Van Grinsven, and Barbara Boston

Colorama Dinner Committee: Barb Boston, Chair; Barb Konopacki, Past Chair; Lori Aukstik, Leslie Gauberti, Craig Mason, Parker Sterner, Dave Osborn, Olivia Soltow, Sandy Sterner, Mary Van Grinsven, Dennis Aukstik, and Grant Herman