

**Seventy Second Regular Meeting of the
Boulder Junction Community Foundation Board Meeting
Tuesday, December 13, 2017
Boulder Junction Community Building, Nordlof Conference Room**

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

Present: John Altschwager (2019), Barbara Boston (2017), Grant Herman (2019), Michelle Mauzer (2019), Gary Plouff, and Mary Van Grinsven (2019a).
Absent with notice: Dave Osborn (2017), and Adam Zogata (2019)

Call to Order and Agenda for the Meeting:

The January meeting was called to order by President Boston at 5:37 p.m.

Motion: Approval of agenda. Altschwager/Herman M/S/P

Minutes of the November 15, 2016 Meeting:

Motion: Approval of minutes with name correction (spelling)
Altschwager/Herman M/S/P

Welcome to Guests A warm welcome was extended to Dennis Aukstik, Gene Klisnick and Parker Sterner. A certificate of appreciation was presented to Gene Klisnick for his many years of service as a Director on our board and for his continuous support and effort to help move the Foundation forward.
Thank you Gene!

Treasurer's Report

Receipts and Expenditures: Treasurer Plouff gave the November financial report, showing the General Fund beginning balance was \$25,514.07 and end of month balance was \$20,284.02. He noted movement of funds out of sub accounts (Seasonal Raffle, Colorama, Silent Auction, and Discretionary) into the Endowment Account to fulfill the Board's approved motion last month to send \$20,000 to the Endowment Fund at CFNCW. Subsequently, a check for \$20,036.04 was sent to CFNCW to be deposited in our Restricted Endowment Fund.

Motion: Accept November financial reports to be placed on file for audit.
Plouff/Van Grinsven M/S/P

Motion: Funds in our 100021 Community Endowment Account as of December 30, 2016 be sent to CFNCW. Van Grinsven/Herman/P

Neighbors Program: Plouff reported we have 99 neighbors in 2016. The 2017 Neighbor renewal mailing was mailed last week by the Fundraising Committee.

Bookkeeping Services: Treasurer Plouff noted this was the first Treasurer's report produce by our new bookkeeper, Rhonda Sybeldon on December 10, 2016. He is pleased with the accuracy and look of the report. The board

agreed and thanked Plouff and Gauberti for all their work in training Sybeldon to date.

Endowment Fund: Plouff confirmed the Restricted Endowment Fund balance stands at \$169,640.08 as of 11/30/16. CFNCW advised us the next quarterly review will be in January and we will continue to receive a monthly balance statement. We are awaiting sample performance reporting options related to the Restricted Endowment Fund from CFNCW. When received, the Finance Committee will review and make a recommendation to the board if information is sufficient or if additional information is still requested.

Boulder Junction Community Enhancement Fund:

A bill of \$4,084.20 from the Bike Trail Enhancement Fund was paid for the purchase of two (2) Bike Fixtations which will be installed by the town in Spring 2017. The Community Enhancement Fund now has a balance of \$3,813.53. (Arts & Culture \$2,972.73, Bike Trail \$340.80, Greatest Need \$500)

President's Report

President Boston reminded the Board for 2016, the Fundraising Committee's Restricted Endowment Fund goal is \$50,000.00. We are currently at \$34,113.18 for this year. There will be one more disbursement at the end of December.

The operations calendar items were reviewed and on track for this month. The recruitment of new Directors and Committee members is a continuous process and each Director was encouraged to seek out interested and active individuals to enhance the Foundation.

The Board has met our 100% participation goal this year as a Neighbor as well as a contribution to the Restricted Endowment Fund. A wealth of information can be found on our website. www.boulderjunctioncf.org

Committee Reports

Finance Committee: Chair Plouff reported the committee met today just prior to this meeting and would like to recommend to the board to set next years Restricted Endowment fundraising goal at \$50,000.

Motion: The 2017 Restricted Endowment fundraising goal is \$50,000.
Herman/Mauzer/P

Also noted, the Nonstock Corporation 2016 Annual Report has been filed.

Publicity and Community Relations Committee: Event information continues to be posted on our website, our Facebook page, and the Chamber website. Thank you to Theresa Smith, Executive Director of the Chamber of Commerce, for all her efforts to publicize Foundation events. The Foundation is currently seeking additional new committee members. If you know of anyone interested, please contact any Director.

December publicity: Thank you to Pete Rondello and WXPB for publicizing our Between the Holidays Community Celebration on Wednesday, December 28 from 4:00-6:30pm at WinterPark.

Grants Committee: No requests this month.

Fundraising Committee: Committee Chair Sterner reported a renewal letter and donor card was mailed to approximately 200 people for 2017 neighbor membership. He thanks everyone for their help and noted the neighbor membership fund is our primary source for the Operating Budget. .

An excellent fundraising workshop on December 1-2, 2016 was held with Meghan Dennison of the Duluth- Superior Community Foundation making the presentation. Highlights of the meeting helped validate in our minds the direction we are looking to pursue to meet our Endowment goals.

The committee had a meeting today and discussed a new direction for fundraising next year. The committee will retain Colorama Dinner as our signature event but will not be conducting a Treasure Bazaar in May or a boat raffle throughout the summer months. We will maintain a presence at large community gatherings and will initiate smaller events to bring supporters together to continue to build relationships and enhance the Foundation's role in our community.

The committee will continue to investigate the possibility of monthly donations by electronic transfer. It has set a goal of beginning to research possible grant availability and increasing awareness of pledging possibilities.

Colorama Dinner Committee: Save the Date: September 23, 2017.

Between the Holidays Community Celebration: Chair Boston reported on the groups and activities organized thus far. The Lions, Lioness, EMT's, Public Library, and Snowmobile Club will all have a small display. Hayrides and caroling, ice skating and sledding will be highlighted activities. The town will provide fireworks at 6pm, an ice skating rink, a sledding hill and the warming hut. Thanks to Gene Klisnick for covering the cost of advertisement.

The Celebration is planned for Wednesday, December 28, 4:00-6:30pm at the Winter Park complex.

Website and Facebook Updates are to be sent to both Gauberti (website) and Osborn (Facebook) to help keep these media avenues vibrant and current. Director Herman will work with outgoing Director Gauberti to learn how to update the website in the future.

Calendar Items

- Wednesday, December 28, 2016: Between the Holidays Community Celebration. 4:00-6:30pm @ Winter Park
- Tuesday, January 17, 2017: Regular Board Meeting @ 5:30pm
- Tuesday, February 21, 2017: Regular Board Meeting @ 5:30pm

Correspondence:

- A thank you letter was received from former Director Leslie Gauberti for the surprise reception and gift presented to her at our November meeting. She also thanked us for all we continue to do to make the Foundation what it is today.
- An invitation to the entire board was received from the Chamber of Commerce for the holiday dinner on January 3, 2017. Several Directors indicated they will attend and represent the Foundation.

Other Business:

Suggested Bylaw Changes were presented by Van Grinsven to incorporate the idea of past Directors being Emeritus Board Members as well as clarifying the date of our annual meeting. The changes presented were as follows:

By-Law III. Board of Directors Section 4. Miscellaneous

ADD (d) An Emeritus Board Member is a person who has served as a past Director for at least one full term and is interested in continuing the work of enhancing the future of the Foundation.

By Law III. Board of Directors Section 10. Annual Meeting

. . . the annual meeting shall be held on the **SECOND** Tuesday of November of each year, . . .

By Law IV. Officers Section 8. Other Assistants and Acting Officers.

Current wording be listed as **(a)**

ADD (b) Emeritus Board Members can assist the Foundation in any activities deemed acceptable by the Board of Directors.

By Law V. Committees Section I. Appointment and Discharge of Committee.

ADD: (last sentence) However, the chairperson of a committee shall at all times be a member of the Board of Directors **OR AN EMERITUS BOARD MEMBER.**

By Law amendments require 1 month written notification to the board (Roberts Rules of Order). These amendments will be voted on at our January meeting.

Formation of Irene Gravelle Lifetime Service Award Committee: tabled at this time.

Upcoming Candidate Forum Sponsorship Discussion: The Foundation will no longer sponsor the Candidate Forum. President Boston has been in discussion with another person to consider taking on that responsibility.

Board Member Resignation: A letter of resignation was read by President Barbara Boston as she pursues her goal of running for a position of Town Supervisor. Boston spoke to her honor and privilege of serving on the Foundation Board for the past two (2) years and the competence and integrity of past and present Foundation Board members.

All the Directors accepted her resignation with regrets she will be leaving us, but thanked her for all she has done to move the Foundation forward and wished her the best in the upcoming election.

As per our By Laws, the written letter of resignation was received by Secretary and Recording Agent, Van Grinsven.

Vice President, Grant Herman, agreed to become the acting president and therefore perform the duties of the President, and when so acting, shall have all the powers of and be subject to all the restrictions upon the President (By Law IV, Section 5) until such time as the Board of Directors calls an election (By Law IV, Section 9).

Motion: The Boulder Junction Community Foundation wishes to recognize and thank Barbara Boston for her outstanding leadership as President this past year. Mauzer/Van Grinsven/P

Certificate of Incumbency and Resolution: The board executed a certificate of Incumbency and a Resolution to officially designate the current officers of Boulder Junction Community Foundation, Inc.

Motion: Accept the current officers as directed by the Certificate of Incumbency. Van Grinsven/Altschwager/P

Motion: Accept the Resolution making official the duties of Acting President and stating the check signing authority of two (2) of the three (3) officers – Vice President, Secretary, Treasurer – is acceptable for immediate and future Foundation transactions. Herman/Van Grinsven/ P

A bank signature card was presented and signed by the Vice President and Secretary. The Treasurer's signature was already on file. The current signatories are Grant Herman, Gary Plouff, and Mary Van Grinsven.

Pledge of Confidentiality & Statement relating to the Conflict of Interest Policy was signed by new Director John Altschwager. New Director Adam Zogata was absent with notice for this meeting, and will be asked to sign at the January 17, 2017 meeting.

Keys previously held by past Treasurer Gauberti for entrance into the Boulder Junction Community Center for afterhours meetings, were transferred to current Treasurer Plouff. Director Plouff went to the town office to have the official records indicate this change. Keys previously held by Treasurer Gauberti and President Boston for the post office box were presented and are now being held by current Treasurer Plouff and Vice President Herman.

Committee Updates: All committees were updated for 2017. We have lost a few members and we have added a few new directors and community volunteers. It is the expressed intention of the Foundation to try and grow all of our current committees to help spread the mission of the Foundation. If anyone knows of someone interested in service on any of our committees (listed on the last page of these minutes), please contact any current Director for information.

Good of the Order None.

Adjournment

Motion: Meeting adjourned at 7:25 p.m. Altschwager/Mauzer M/S/P

Respectfully Submitted,
Mary Van Grinsven
Boulder Junction Community Foundation Secretary
m/s/p 1/17/2017

NOTE: subsequent notification was given on December 17 by Van Grinsven (originator of motion) to give the option in the change to By Law III. Board of Directors, Section 4. Miscellaneous. To read: An Emeritus Board Member is a person who has served as a past Director for at least one full **term or year** and is interested in continuing the work of enhancing the future of the Foundation.

This notification meets Roberts Rules of Order notification of 30 days prior to vote to amend the By Laws.

2017 Committee Members

Finance Committee: Gary Plouff, Chair; John Altschwager, Leslie Gauberti, Craig Mason, Mary Van Grinsven, Adam Zogata, and Tom Basting, Sr. (Advisor)

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

Publicity and Community Relations Committee: OPEN, Chair; Leslie Gauberti, Grant Herman, Theresa Smith.

Grants Committee: Mary Van Grinsven, Chair; John Ader, John Altschwager, Leslie Gauberti, and Mary Van Grinsven.

Colorama Dinner Committee: Michelle Mauzer, Chair; Dennis & Lori Aukstik, Jen Beda, Leslie Gauberti, Grant Herman, Barb Konopacki, Craig Mason, Pam Muenzner, Trish Menzia, Dave Osborn, Olivia Soltow, Therese Safford, Parker & Sandy Sterner, and Barbara Boston (Advisor).