

Minutes
Sixth Meeting of the Boulder Junction Community Foundation Board
Monday, February 21, 2011
Boulder Junction Community Center

Present: Dennis Aukstik, Irene Gravelle, Gene Klisnick, Barb Konopacki, Craig Mason, Krista Maurer and Amy Wheeler of the BJCF Board. Leslie Gauberti and Jim Hornbrook were out of town.

Call to Order and Agenda for the Meeting:

The meeting was called to order at 6:33 p.m. by President Amy Wheeler. The meeting's agenda was emailed out to the BJCF Board. Upon a motion by Dennis Aukstik, second by Amy Wheeler, the agenda was approved by the BJCF Board. (See attached agenda.)

Minutes of the January 17, 2011, Meeting:

Upon a motion by Craig Mason, second by Krista Maurer, the minutes were accepted as distributed.

The minutes will be filed after noting the date of approval in the footer and mailing to those on the Foundation email list.

Treasurer's Report:

In the absence of Leslie Gauberti, Treasurer, Irene Gravelle presented the Treasurer's report. For the month of January, 2011, Leslie reported a December 31, 2010, ending balance in the checking account of \$785.37. A \$100.00 donation was deposited on January 18, 2011. On January 31, a check was written to Ace Hardware for the BJCF Event Banner: \$47.38, leaving a checking account balance of \$837.99.

The BJCF Restricted Endowment Fund Quarterly Report was given. The account balance was \$431.19 on December 31, 2010. The Accounts by Month spreadsheet was also distributed to Board members for review.

Because of the \$785.37 balance in the checking account and because of two pending bills for \$850 to the IRS and \$165 to Calm Waters Solution, a request for donations from the Board was made. Several volunteered to donate to cover these expenses.

Upon a motion by Dennis Aukstik, second by Barb Konopacki, the treasurer's report was accepted, and the report will be filed for audit. Motion carried.

President's Report:

Amy Wheeler said she had no additional report to make other than what will be covered on the agenda.

Website Status and Review:

Compliments were given to Leslie Gauberti and Dennis Aukstik for their work on the BJCF website. Board members were invited to submit written reviews of the website, if they have not already done so, to Dennis Aukstik by Tuesday, March 1, so that the last changes can be forwarded to Calm Waters Solutions. We will owe them \$165 for the final work on the project. Amy Wheeler reported that she had purchased the domain name from GoDaddy.com on behalf of the BJCF so we own the name which answered a question from Calm Waters Solutions.

Calendar Items:

- March 15(Eagle River)/April 7 (Boulder Jct.): Vilas County Food Handlers' Classes
- June 20: 2nd Public Information Meeting by BJCF for the public
- To be determined: Meeting with the North Lakeland Education Foundation
- To be determined: Library expansion fund—Irene Gravelle will contact the Library Board to determine the next meeting arrangements
- Table: Meeting with a representative of the Manitowish Waters Foundation
- September 17: Colorama Dinner—To be added to the calendar of charitable events on the CFONCW website; Amy Wheeler will follow up on this
- March 24, 6:30 p.m.: Fundraising Committee meeting—Irene Gravelle will reserve the room at the Boulder Jct. Community Building
- March or April: Meet with Ann Derber of Camp Manitowish on fundraising

Report on Local Candidate Forum Sponsorship:

The general consensus was that the January 31 Candidate Forum was well received and generated many favorable comments from the public.

The Foundation Board was polled as to the possibility of sponsoring another forum before the April 5, 2011, election. All present favored doing it with Irene Gravelle expressing reservations. March 28 was suggested as a possible date for the next forum. Amy Wheeler was to contact Cindy Howard about it, and Dennis Aukstik volunteered to contact Jim Tait to moderate again. It was agreed to follow the same basic format with all candidates answering all questions posed by the moderator, according the past time guidelines.

The 501 (c)(3) Application Update:

The BJCF Board thanked Leslie Gauberti and Dennis Aukstik for the tremendous amount of work that they have put in to complete the application. The Conflict of Interest Annual Statement was signed at the meeting. Dennis Aukstik will obtain Leslie Gauberti and Jim Hornbrook's signature for that document. News articles referring to the BJCF will be included in the document.

Dennis Aukstik estimated that it will take at least two months before we hear back on the status of our application. As soon as all materials are ready, he will mail the document in to the IRS.

BJCF Contact List:

Irene Gravelle shared the current list of 25 BJCF contacts that she has in her email list. Woody Woodruff, Executive Director of the Campanielle Center was suggested as another name to add to the list.

In the long range plans of the BJCF, it was suggested that a list of potential donors should be established for individual contact.

Additional Check Signature for Absentee Board Member:

Irene Gravelle moved, seconded by Amy Wheeler, that Vice President, Dennis Aukstik, be authorized to be the second signature when either Amy Wheeler or Leslie Gauberti are unavailable to sign checks. Motion carried.

Letters from the BJCF Board:

The draft letters to Tom Basting and Jim Holperin were approved for the President's mailing. The form letter for donations made directly to the CFONCW was reviewed as well as a draft letter to thank Jeff Long for his years of service to Boulder Junction as a member of the Town Board. Barb Konopacki agreed to get the address for the Vilas County Economic Development Corporation so that a letter from the BJCF can be sent to them also.

"Friends of the Foundation" List:

This proposed list, as well as a long range plan for the BJCF, was agreed upon.

Participation in Area Charitable Events:

It was generally agreed that it would be beneficial for BJCF Board members to attend charitable events wearing their name tags. Some members indicated that they wished they had done that at the recent Winterfest.

Backup of Electronic Data:

Irene Gravelle reported that she has the backup thumb drives and will share one with Leslie Gauberti to use in backing up financial records for the BJCF.

Other Business:

There was no other business to be discussed.

Adjournment:

The meeting adjourned at 8:28 p.m. upon a motion by Amy Wheeler.

Irene Gravelle, Secretary
BJCF