

Minutes
Sixteenth Meeting of the Boulder Junction Community Foundation
Board
Monday, January 16, 2012
Boulder Junction Community Building

Present: Dennis Aukstik (2013), Leslie Gauberti (2013), Irene Gravelle (2012), Gene Klisnick (2014), Craig Mason (2012), Krista Maurer (2014), Dave Osborn (2014), Jim Tait III (2013) and Amy Wheeler (2013) of the BJCF Board. There were two guests: Arlene Bozicnick and Cherie Sanderson. Barb Konopacki had an excused absence.

Call to Order and Agenda for the Meeting:

The January meeting was called to order at 6:30 p.m. by President Amy Wheeler.

The meeting's agenda was emailed out to the BJCF Board. Dennis Aukstik moved, second by Leslie Gauberti, to approve the agenda. Motion carried. (See attached agenda.)

Welcome to Guests:

Arlene Bozicnick and Cherie Sanderson were welcomed to the meeting.

Report from the Friends of the Library Meeting:

This agenda item was moved up as a courtesy to guest, Cherie Sanderson.

Sanderson explained fund raising will need to be started for the Community Building project. A Building Committee is being formed and will be announced at the Town Board meeting on Tuesday, January 24, at 6:00 p.m. This will be a joint meeting with the Library Board. Because fund raising will be necessary for this project so that at least \$250,000 of the \$2.3 million cost will not go on the tax rolls, Sanderson was proposing a Fund Raising Committee with representative from all users of the building. The Friends of the Library have a \$60,000 plus start, but that leaves a long way to meet the targeted goal.

Because the BJCF is a tax deductible 501(c)(3) organization and has offered to assist in the past, Sanderson was requesting the Foundation's involvement in the fund raising effort. The time line was questioned by Wheeler, but Sanderson pointed out the town debt is not paid off until 2013.

Aukstik questioned the library vs. community fund raising effort. Because this is a community building project, Sanderson indicated the need to focus on that because this is not just a library project. Suggestions were made to

Sanderson for fund raising. Arlene Bozicnik suggested a unified term to refer to the building project, i.e., "Boulder Center" or "Boulder Junction Cultural Center" were past terms. Sanderson explained that all types of donations will be welcomed: checks, pledges, property and stocks. Logistics and other details of fund raising will need to be determined before fund raising is started. She repeated the invitation to the joint Town Board and Library Board meeting on January 24 at 6:00 p.m.

Sanderson was invited to return to the next meeting of the BJCF Board on Monday, February 20. Amy Wheeler explained that this is the reason the Foundation exists.

Minutes of the December 19, 2011, Meeting:

Upon a motion by Jim Tait III, second by Amy Wheeler, the minutes of December 19, 2011, were accepted as distributed. Motion carried.

The minutes will be distributed by the secretary to the Foundation email list.

Treasurer's Report:

Leslie Gauberti presented the December, 2011, treasurer's report. The beginning balance in the checking account was \$1,334.46. The receipts totaled \$498.00, and there were one debit of \$900.00, leaving a checking account balance of \$932.46 on December 31, 2011.

The Colorama Checking Account, beginning balance of \$2,027.22, had no receipts, and there was a \$600.00 debit to North Lakeland School. The account balance on 12/31/11 was \$1,427.22.

The Quarterly Report of the BJCF Restricted Endowment Fund had a beginning balance of \$1,381.30. Contributions from donors totaled \$2,728.00. Investment income was \$76.43, realized gains was \$1.88 and unrealized gains were \$79.83. From this \$37.50 was deducted for administrative fees, leaving a total balance of \$4,229.94 on 12/31/11.

Gauberti distributed the Accounts by Month statement, as well as a Comparative Statement of Financial Condition, the Colorama Dinner event itemization, and the Micro Brew Sampler event itemization.

Jim Tait III questioned the listing of donor names and amounts on the financial reports because some donors might not want that. Dennis Aukstik moved, seconded by Amy Wheeler, that our thank you letters state that if the donor wishes to remain anonymous, they should contact us. This statement will be added to our brochure and the Foundation website. Motion carried.

Dennis Aukstik moved, seconded by Krista Maurer, that the treasurer's reports be approved and filed for audit.

Gauberti also report that she has filed the IRS Annual Report (Form 990) today. She requested a Board member to work with her on financial reports, and Craig Mason volunteered to assist her as he is familiar with Quick Books.

Upon a motion by Dennis Aukstik, second by Jim Tait III, Quick Books will be purchased for the Foundation's use. The cost is \$45.00. Motion carried.

Leslie Gauberti made the motion, second by Dennis Aukstik to send \$225 from the Checking Account to the Endowment Fund. Motion carried.

President's Report:

Amy Wheeler wished everyone a Happy New Year and decided to skip her report because of time issues.

Annual Conflict of Interest Statement:

The members of the Board present signed the document as distributed. Leslie Gauberti will deliver the form to Barb Konopacki for her signature.

Status on Strategic Business Plan Update:

The document and suggested revisions will be circulated to all Board members. Anyone having suggestions can contact committee members Leslie Gauberti, Dennis Aukstik or Jim Tait III.

Authorize Applications for Two Raffle Licenses:

Gene Klisnick made the motion, second by Dennis Aukstik, that a long time raffle license and a one-day event license be applied for, costing twenty five dollars each. Motion carried.

Dave Osborn anticipates having the restored canoe ready for the first week in June. Dennis Aukstik has storage room in his garage, and Jim Tait III offered a trailer for transporting the canoe.

Participation in Winter and Other Community Activities:

Thanks were expressed to Gene Klisnick and Craig Mason for their efforts at Winterfest at Winter Park on December 29. This was a successful repeat of the marshmallow roasting idea from the Christmas Walk.

Amy Wheeler will complete arrangements with Theresa Smith at the Chamber for the Foundation's participation in the Frozen Tozen Winterfest on Saturday, February 18. Wheeler moved, Craig Mason seconded, that the Foundation pay the \$50.00 entry fee for the event to the Chamber. Motion carried.

Participation in the Haunted BJ event in October and the 2012 Colorama Dinner Committee plans were tabled until Barb Konopacki is in attendance.

Appointment of Committees and Chairmen:

The following were appointed to committees:

Finance: Leslie Gauberti, Craig Mason and Cathy Schneider*

Fundraising: Jim Tait III, Dave Osborn, and Dennis Aukstik*

Publicity/Community Relations: Gene Klisnick, Barb Konopacki, and Irene Gravelle*

Board Membership: Krista Maurer, Craig Mason, and Jim Tait III*

*Amy Wheeler, President, will serve on all committees.

Monthly meetings of the committees were suggested so that any items can be referred to the full board for action.

Annual Strategic Planning Meeting:

This will be tabled until the February meeting.

Website Update:

Leslie Gauberti reported that she has made some changes, but she requested help on reformatting some parts of the website. Dennis Aukstik and Gene Klisnick will assist her.

E-newsletter Feedback:

Gene Klisnick expressed very positive impressions of the newsletter and its value to the Foundation. Everyone agreed that Leslie Gauberti had done a wonderful job with it. It will be a quarterly publication.

Calendar Items to Remember:

- Mon., February 20, 6:30 p.m.: BJCF Board Meeting
- 2012: Continue on the 3rd Mondays of the month with regular Board meetings (March 19, April 16, May 21, June 18, July 16, Aug. 20, Sept. 17, Oct. 15, Nov. 19 and Dec. 17)
- Other committee meetings will be determined by members

Other Business:

Because Barb Konopacki was not present, the BJCF display case was not discussed.

Dennis Aukstik told about the Lions' Community Breakfast on March 10 at the Community Building from 8 a.m. to 12 Noon. BJCF Board members should volunteer to help.

Jim Tait III shared handouts from the Boesel Foundation. He indicated that these were good talking points for donors, telling them why they should donate. Ideas he shared included bumper stickers, mugs with logos, baseball caps because people like the "warm fuzzy" gifts or items to purchase. The fund raising committee can explore these possibilities.

A BJCF sign in town was questioned, but the Boulder Junction Scholarship Committee preferred to have their own sign to avoid confusion. BJCF signs could be placed on the two sign posts as people come into Boulder. Jim Tait III will explore this option.

Dennis Aukstik volunteered to host focus groups at his house during the summer.

The BJCF booth at the Flea Markets has been approved by the Lions.

The "Not for Profit" list in the Lakeland Times was shared, and the Publicity Committee should cover this as part of their assignment.

The Lake Association meetings should be added to the 2012 calendar of events for the BJCF. Leslie Gauberti had distributed a revised list to the Board with some additions that she had pulled from last year's events.

Adjournment:

The meeting was adjourned by Amy Wheeler at 8:55 p.m.

Irene Gravelle, Secretary, BJCF