

**Minutes**  
**Eighteenth Meeting of the Boulder Junction Community Foundation**  
**Board**

**Monday, March 19, 2012**

**Boulder Junction Community Building**

“The mission of the Boulder Junction Community Foundation is to develop and promote efforts to preserve and enhance the strength and vitality of the area for present and future generations.”

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. Barb Konopacki (2012) had an excused absence.

Call to Order and Agenda for the Meeting:

The March 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. Leslie Gauberti moved, second by Dennis Aukstik, to approve the agenda. Motion carried. (See attached agenda.)

Minutes of the February 20, 2012, Meeting:

Upon a motion by Jim Tait III, second by Dennis Aukstik, the minutes of February 20, 2012, were accepted as distributed with the deletion of part of the phase related to the annual fee on the Stock Brokerage Account, page 2, first paragraph, last sentence. Motion carried.

Gene Klisnick asked that the previous minutes be corrected to note that the Friends of the Boulder Junction Library have pledged \$50,000 to the Community Building project.

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

Treasurer’s Report:

Leslie Gauberti presented the February, 2012, treasurer’s report. (NOTE: Because Quickbooks operates on an “accrual” basis [an expense or deposit is acknowledged when it occurs] versus a “cash” basis [an expense or deposit is acknowledged when it actually goes through the bank], some figures on February’s distributed report will differ from last month’s report. This explanation to the February’s Treasurer’s report and a corrected copy will be given to the Board next month.) The beginning balance in the checking account was \$772.69. (The Quickbooks January ending balance of \$772.69 reflected the four checks, totaling \$145.00, which had not yet cleared the bank.) The unrestricted receipts totaled \$98.50, leaving a checking account

balance of \$871.19 on February 29, 2012, according to the “accrual” basis of accounting from Quickbooks.

The Colorama Checking Account, ending balance of \$1,427.22 on the January 31, 2012, report, also will need correction because it reflects an ACH transaction of \$28.00 for checks Gauberti had ordered while the account balance on 2/29/12, listing a balance of \$1,455.22 (Quickbooks total) did not include the cost of the checks. (This correction will also be on the corrected report.) Therefore, the accurate ending balance for the Colorama Checking Account is \$1,427.22 because there was no activity in this account during January and February.

Gauberti also prepared and distributed an Income and Expense sheet for January through December, 2011. Total income reported was \$11,442.92. Total expenses were \$9,683.38. This left \$1,759.54 as net income for the year.

Jim Tait III moved, seconded by Krista Maurer, that the treasurer’s report be approved and filed for audit. Motion carried.

Because some bills are now coming due before a regular Board meeting, Gauberti requested a Board decision as to when she should pay such bills as long as they are budgeted and presented to the Board’s next meeting. She suggested drafting a calendar budget and that those bills could be paid without prior Board approval as long as they were budgeted items. Upon a motion by Dennis Aukstik, second by Jim Tait III, the motion was carried that the Treasurer could pay budgeted bills before a regular Board meeting.

#### President’s Report:

Amy Wheeler reported that she had contacted John Harmon, Board member of the Tomahawk Star Foundation, and that he has agreed to attend our April meeting to share some of their experiences and Foundation development. She also has been in contact with Terry Mueller of the Manitowish Waters Foundation.

She also reported that “Music on Main Street” will be scheduled for this summer after all. It will be held five times with a sponsorship fee of \$200 for band costs each evening.

#### Committee Reports:

The Fundraising Committee of Dave Osborn, Dennis Aukstik, Jim Tait III, and Amy Wheeler held their monthly meeting on March 13, and Wheeler shared the minutes of that meeting. Highlights included plans for the Microbrew Sampler. Upon a motion by Dennis Aukstik, second by Jim Tait III, the three hundred dollars fee for entertainment by Scott Kirby was approved. Plans

were made to form a “Neighbor of the Community Foundation” with a fund at Citizens Bank. (See attached minutes as distributed.)

The Finance Committee and the Publicity and Community Relations Committee did not meet. It was pointed out that when a Board member emails others that they ask for a confirmation of receipt of the email if they need to be sure that the email was received. (Some have experienced problems with their emails getting through.)

#### Stock Brokerage Account:

Dennis Aukstik reported that he will be meeting with George Miller of Citizens Bank, Boulder Junction, affiliated with LPL Financial, to complete the paper work on a stock brokerage account on Tuesday in response to a potential donor’s request to the BJCF. Other officers will then sign the document there.

#### Strategic Business Plan Update:

The officers will be meeting with Karen Stanley on Friday, March 23, to complete plans for the April 4th Strategic Planning Meeting to be held from 9 a.m. to 1 p.m. Stanley will be acting as the facilitator for the Strategic Planning meeting.

Names were suggested for other interested parties to attend the planning meeting. (NOTE: Barb Konopacki later volunteered to arrange for a simple sandwich luncheon for the meeting participants. Other volunteers will bring some treats to go with the morning coffee.)

#### Status on the Community Center Project:

Because the Library Board and other town committee meetings have not been held, there was no report. Gene Klisnick reiterated that the Friends of the Boulder Junction Library have made a \$50,000 pledge toward the project.

#### E-newsletter Update:

Leslie Gauberti noted her plans to put together the newsletter by Wednesday of this week so it will be ready for distribution before the end of March.

#### Website Update and Logo Changes:

Leslie Gauberti reported that the website is done. The Board was encouraged to check it out.

Gauberti shared that the majority of the Board favored Logo #2. Upon a motion by Dave Osborn, second by Dennis Aukstik, Logo #2 was approved. With this change in the logo, it was decided that a new banner should be

done, using the new logo. Krista Maurer volunteered to cover the cost of a new banner. Thank you, Krista!

#### Brochure Update:

The brochure will be revised in April so that it is ready for summer use.

#### Status on Raffle Licenses:

Gauberti shared that the Foundation has received both the Class A and Class B licenses to cover both one day and long term raffles. Congratulations to those working on obtaining the licenses.

Plans for the 2012 Canoe Raffle were distributed to the Board and will now go forward. The grand prize will be a 1947 Old Town Canoe that Dave Osborn will donate to the Foundation. A 2nd place prize will be a Weekend Getaway in Boulder Junction with 2 nights lodging, 4 meals, a welcome basket, and a choice of a half day guided fishing or pontoon cruise with appetizers and beverages. Third prize will be a Guided Canoe Tour with shore lunch and bike/kayak rental ( a "One-day Adventure"). 4th prize will be a Gift Certificate from Peeplelures. The drawing will be held at the Colorama Dinner at Camp Manito-wish in September, and winners need not be present to win. All prizes must be redeemed within a year. Some restrictions apply. There will be 500 tickets sold at 1 for \$10.00 or 3 for \$20.00.

#### Sales/Use Tax Exemption:

The Foundation has applied for an "occasional sales" exemption for non-profits on purchases and on charging state sales taxes. This exemption has not been received yet, according to Gauberti.

#### Calendar Items to Remember:

- Wed., April 4, 9 a.m. to 1 p.m.: Strategic Planning Meeting
- Mon., April 16, 6:00 p.m.: BJCF Board Meeting
- Other committee meetings will be determined by members

#### Recruitment of Board Members:

Limited discussion and no action was held on this agenda item.

#### Other Business:

Dennis Aukstik noted that he has invited Mark Westphal, insurance agent, to our May Board meeting.

Amy Wheeler notified the Board that there will be a Food Service training meeting in April. She will attend on behalf of the Foundation and get information on any required certification.

BJCF members who assisted at the Lions' Thank You Breakfast were thanked for helping. It was appreciated by the Lions.

Adjournment:

The meeting was adjourned by Amy Wheeler at 8:00 p.m.

Irene Gravelle, Secretary, BJCF