

Minutes
Twentieth Meeting of the
Boulder Junction Community Foundation Board
Monday, May 21, 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), Gene Klisnick (2014), Barb Konopacki (2012), Craig Mason (2012), Krista Maurer (2014), Jim Tait III (2013), Amy Wheeler (2013) of the BJCF Board, and Ken Ehle, guest. Dave Osborn (2014) and Irene Gravelle (2012) were excused.

Call to Order and Agenda for the Meeting:

The May 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. Jim Tait III moved, second by Dennis Aukstik, to approve the agenda. Motion carried. (See attached agenda.)

Amy Wheeler suggested and the Board agreed that the Insurance Review (item #8) by Mark Westphal should be moved to the front of the agenda as a courtesy to Mark so he could leave the meeting as early as possible.

Insurance Review: Mark Westphal, Agent:

Mark Westphal reviewed the BJCF’s insurance policies - General Liability (ie., protection from suits related to bodily injury or causing property damage) and Directors & Officers (D&O) Liability (ie., protection from suits related to Board decisions or lack of action, etc.) In relation to premium amounts for the upcoming year, he indicated that D & O premium rates have been stable and that he would not anticipate more than a 10% increase in the General Liability policy.

Mark explained that he had looked at BJCF’s calendar of events on the website to review the liability implications of the types of events the Foundation is involved in. He provided the Board with a “Special Events Questionnaire” form and advised the Board to complete it and check in with him a few months before new events to review any liability issues in relation to current insurance coverage. He emphasized the importance of what kind of insurance liabilities to look for, look out for, and what to keep in mind.

The group discussed the upcoming garage sale event in relation to current insurance coverage. Mark explained that to clarify coverage for this event, he would provide the insurance company with information about the garage sale and review whether Peepelures (because the event will be on their land) is considered an “additional insured party” at no additional cost. The benefits of executing an

agreement between Peeplelures and the BJCF for use of the land for the garage sale were also discussed.

The group also discussed with Mark the possibility of insuring the raffle canoe to cover the possibility of it being stolen, vandalized, or damaged. Mark indicated that it would be considered a "miscellaneous property floater" to the policy, would be at least \$100, and include a deductible. Board members agreed to table further discussion of insuring the canoe to the next meeting.

The question of whether raffle prize winners should be asked to sign a release was briefly discussed and tabled for future discussion. Dennis Aukstik raised the issue of the BJCF needing a certificate of insurance to provide Camp Manito-wish for the Colorama Dinner. Mark advised that the BJCF request the certificate ahead of time to insure it is received timely.

Minutes of the April 16, 2012, Meeting:

Upon a motion by Jim Tait III, second by Dennis Aukstik, the minutes of April 16, 2012, meeting were accepted as distributed. Motion carried.

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

Treasurer's Report:

Leslie Gauberti reviewed the March financial report (delayed in April because of printer problems) and the April financial report. She also reported that there were no additional donations in April to the BJCF Restricted Endowment.

Jim Tait III moved, seconded by Craig Mason, that the treasurer's reports for March and April are approved as presented and filed for audit. Motion carried.

President's Report:

Amy Wheeler began her report with a thank you to the Boulder Junction EMT staff who have been very busy recently.

She also reported that she was excited to announce that there will be additional musicians informally joining Scott Kirby at Vines, Rhythms, and Brews this summer.

Committee Reports:

Amy Wheeler summarized the recent Fundraising Committee meeting and indicated that Dennis Aukstik would be passing around a resolution for Board members to sign authorizing the committee to open a checking account for the Neighbors Operating Fund.

Dennis Aukstik reported on the recent Publicity & Community Relations Committee meeting. Committee members have continued to work on the details of the June 6

Summer mailing, the Memorial Day weekend garage sale, the canoe raffle, Colorama Dinner ticket information, flea market organization, an FYI article related to the raffle, and the new BJCF banner. The Finance Committee did not meet.

It was also noted that the Colorama Dinner Committee should be added to the agenda under Committee Reports.

Summer Mailing by the BJCF:

The Summer Mailing is on schedule and targeted to go out June 6. Dennis Aukstik moved, seconded by Craig Mason, to approve the purchase of 600 envelopes for the June 6 Summer mailing of 900 mailers.

Garage Sale:

Craig Mason and Jim Tait III reported on the status of organizing for the garage sale. They indicated that if the weather cooperates they will be setting up for the event Thursday evening at 6pm and will cover the items for overnight. They are still looking for volunteers, especially Saturday afternoon.

Canoe Raffle:

Barb Konopacki reported that she will be picking up the raffle tickets on Tuesday, will deliver them to Craig Mason, and begin distributing to some businesses for selling. She also reminded the group about the upcoming canoe christening Thursday, May 24, 3:00 p.m. at her house.

Volunteer Sign-up Sheets:

Dennis Aukstik reminded the group of the volunteer sign-up sheets and that there is still plenty of opportunity and needs for volunteers at the various events.

Brochure Update:

Leslie Gauberti reported that she intends to begin work on the brochure update after the Memorial Day weekend. She will distribute a draft for comments before printing.

Status on Community Center Project and Annual Town Meeting Report:

Gene Klisnick reported that the Building Committee has reached a general consensus to recommend to the town board Blue Design Group of Hortonville to design the town's proposed new community building. The recommendation to have the company proceed with preliminary drawings is going to the town board tomorrow night.

Calendar Items to Remember:

–June 18, 6:30 p.m.: BJCF Board Meeting

- 2012 Board Meetings: continue on third Monday (July 16, Aug. 20, Sept. 17, Oct. 15, Nov. 19, and Dec. 17)
- Committee meetings as scheduled for committee members

Other Business:

Colorama Dinner Tickets - Barb Konopacki reported that she and Craig Mason will be working to revise this year's Colorama Tickets for printing.

Adjournment:

The meeting was adjourned by Amy Wheeler at 8:20 p.m.

Leslie Gauberti for Irene Gravelle, Secretary, BJCF