

Minutes
Forty-Fourth Regular Meeting of the Boulder Junction Community
Foundation Board
Monday, May 19, 2014
Boulder Junction Community Building, Conference Room

“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 (2016), Leslie Gauberti (2016), Irene Gravelle (2015), Gene Klisnick (2014), Barb Konopacki (2015), Craig Mason (2015), Krista Maurer (2014), Dave Osborn (2014), Lois Smith (2016), and Parker Sterner (2016). Mary Van Grinsven (2016) joined the meeting by phone until 7 p.m. Barb Boston and Cherie Sanderson were guests.

Call to Order and Agenda for the Meeting:

The May meeting was called to order at 6:03 p.m. by President Dennis Aukstik.

The meeting’s agenda was emailed out to the BJCF Board. Lois Smith moved, seconded by Krista Maurer, to approve the agenda. Motion carried. (See attached agenda.)

Guests Welcomed:

Dennis Aukstik welcomed Cherie Sanderson to the meeting, and he announced that Barb Boston would be joining the meeting shortly.

Report from the Grants Committee:

This report was moved up on the agenda to accommodate our guest, Cherie Sanderson, Boulder Junction Librarian. Lois Smith, Grants Committee Chairman, presented the report from the committee.

First of all, the committee recommends that their name be changed to the Grants Committee. Parker Sterner moved, seconded by Barb Konopacki, to accept the recommendation of the committee. Motion carried.

Instead of distributions from the Foundation, the committee now recommends that all money be called grants and the revised forms be used. Barb Konopacki moved, seconded by Krista Maurer, that the Foundation Board accept the change to grants. Motion carried.

The committee recommends incorporation of the Four Key Principles for Successful Foundations into our Strategic Plan. Mary Van Grinsven moved that these principles be included with the deletion of the last sentence of the fourth principle and the term, “no brainer,” seconded by Barb Konopacki. Motion carried unanimously. (See

attachment of the Four Key Principles to these minutes and to the draft of the Strategic Plan.)

Smith explained that the committee recommends an EZ Grant application for all requests for grants of \$750.00 or less. Upon a motion by Irene Gravelle, seconded by Krista Maurer, this committee recommendation was accepted. Motion carried unanimously.

Smith reviewed the grant application for grants of \$751.00 or more. Compliments and thanks were given by President Aukstik to Lois Smith, Barb Boston, and John Ader for all their work on these revisions for grant applications.

Lois Smith moved, seconded by Parker Sterner, that this revised form be accepted for use. Motion carried unanimously.

Cherie Sanderson explained that she has completed the grant application and submitted it to the Grants Committee, Lois Smith, Chairman. Phase I of the Library's Reading Garden will cost a total of \$7,500.00. In addition to the Foundation's proposed grant allocation of \$1,000.00, \$1,000.00 has been donated by the Friends of the Boulder Junction Public Library, and an undisclosed donor is providing the remaining funds.

Smith recommended that the Board move forward immediately on this grant application because:

- It benefits all ages
- There is no Garden Club in Boulder Junction
- It meets the Foundation criteria for acceptable grants
- This may inspire others
- The project can be completed in the designated time frame

After discussion and a motion by Leslie Gauberti, seconded by Barb Konopacki, to approve a grant of \$1,000.00 to the Boulder Junction Public Library for Phase I of the Reading Garden. Motion carried. Irene Gravelle, Library Board member, abstained from voting on this motion and participating in the discussion.

All necessary forms were signed and completed at the Board meeting to expedite the payment of the grant.

Minutes of the April 21st Meeting:

Upon a motion by Barb Konopacki, seconded by Dave Osborn, the minutes were approved as distributed. Motion carried. Minutes will be distributed by the Secretary to the Foundation email list.

Treasurer's Report:

Treasurer Leslie Gauberti presented her April Treasurer's reports. The general checking account began the month of April with a balance of \$11,397.63 and ended the month with a balance of \$11,030.63.

The Colorama checking account showed no activity and a balance of \$1,586.74 in that account at the end of April.

Gene Klisnick moved, Parker Sterner seconded the motion, that the Treasurer's Reports for April be filed for audit. Motion carried.

The BJCF Community Center Building Fund savings account began the month of April with a balance to \$1,025.56 and ended the month with a balance of \$3,525.64. With the receipt of the \$2,000.00 matching grant, the Foundation will forward a check for \$5,325.00 to the Town, retaining only the minimum balance to keep the account open. This brings the total of the funds received and anticipated through pledges to \$401,331.55.

The 2013 Audit report from Wipfli has been received and a copy of report is available to all members of the Board of Directors. President Aukstik explained the importance of the document.

Both the IRS Form 990 and the Wisconsin 1952 forms have been filed.

Gauberti reported that she has received 13 renewals and 3 new Neighbors of the Foundation. A letter will be composed and sent to all Neighbors encouraging their timely renewals.

The Endowment Fund currently has a current value of \$71,433.54.

President's Report:

President Aukstik reminded the Board that the Foundation's 2014 Endowment goal is \$50,000 and that the goal for the operating fund is \$7,000.00.

Because it has been so difficult to schedule a meeting for the Strategic Planning meeting, the Board agreed that Wednesday, June 25, at 6 p.m. would be the best potential date. Irene Gravelle will make arrangements and send out notices.

Aukstik again reminded the Board that it is very important to recruit directors and officers of the Foundation. Two directors' terms will be ending in November, and the offices of President, Vice President, Secretary and Treasurer are elected annually.

A "Pledge of Confidentiality and Statement Relating to the Conflict of Interest Policy" was discussed. Upon a motion by Lois Smith, seconded by Barb Konopacki, it was moved that the policy be adopted. Motion carried.

Committee Reports:

The Finance Committee held no meeting.

In the report from the Fundraising Committee, a handout on the "Best of Boulder Junction People's Choice Awards" was distributed to the Board. The major clarification involved the process of voting. Votes for a favorite food item from each establishment will cost \$1.00. Then patrons can also vote for their favorite waiter or bartender. There are 14 establishments, and the contest will run from June 28th until September 1st.

Pending approval from the auditors, Dave Osborn moved, Craig Mason seconded the motion to approve the People's Choice Awards as a fund raiser and a promotion for area businesses. Motion carried. Lois Smith abstained from voting.

The Publicity and Community Relations Committee did not meet.

Mary Van Grinsven reported the Founders Society group met and compiled a list of documents to be included in the packet for potential donors. The goal is to have the rough draft of the packet to the Board at the July meeting for final approval in August.

Barb Konopacki and Barb Boston reviewed the Sponsorship Program for the 2014 Colorama Dinner. They expressed a note of gratitude to Camp Manito-wish YMCA for their cooperation and support. Mary Van Grinsven made a motion, seconded by Leslie Gauberti, to thank Konopacki and Boston for accepting the co-chairmanship and to approve the Sponsorship Program as proposed. The tentative goal is \$2,500. Motion carried unanimously.

Also in the plans for this year's Colorama Dinner are carry-outs. Due to increased food prices, an increase in prices for the dinner was proposed. Leslie Gauberti moved, seconded by Dave Osborn, that adult dinner tickets will be increased to \$16.00 (up from \$14) and children's tickets to \$8 (up from \$7.00). Motion carried.

The co-chairmen recommended that there be no refunds on tickets this year. Tickets will also display the Foundation as the primary sponsor. Other organizations will be acknowledged. Upon a motion by Lois Smith, seconded by Parker Sterner, the Colorama Dinner Committee will go forward using its best judgment regarding ticket details. Motion carried unanimously.

Report on Neighbors of the Foundation Event:

Parker Sterner reported on some of the plans for a catered event with a \$1,000.00 budget for food and beverages for an estimated 75 people. The invitations would require an RSVP. Foundation Board members would assist with setting up tables and chairs for the event. "Save the Date" notes will be sent by email.

Report on the 2014 Canoe Raffle:

All prizes are secured for the Raffle and tickets will go on sale at the Foundation's Town-wide Garage Sale. Publicity will be sent to the FYI and the Lakeland Times on this year's Raffle.

Report on the Town-wide Rummage Sale:

Dennis Aukstik thanked Craig Mason for all his work on the Rummage Sale. Likewise, the Board wanted Aukstik thanked for all the efforts he has been putting in to assure the success of the sale.

Volunteers and committees are set up so that the preparations begin on Tuesday, May 20, and continue with sales starting the afternoon of May 21st. Tarps are still needed for cover-up.

Calendar Items:

The President reminded the Board of the calendar items and called attention to the fact that Jean Tehan will be attending our July 21st meeting.

Correspondence:

The annual report from the Community Foundation of North Central Wisconsin was received. This is also available for viewing on their website.

Information was received from the Chamber on the Musky Jamboree. The Foundation will have the usual location for their booth.

Camp Manito-wish YMCA also sent their newsletter to the Foundation.

The July 4th Parade will feature a celebration of Smoky the Bear's 75th Anniversary.

Other Business:

There was no other business discussed.

Adjournment:

The meeting was adjourned at 8:20 p.m.

/s/

Irene Gravelle, Secretary

Attachment of Four Key Principles of Success for Foundations

FOUR KEY PRINCIPLES FOR SUCCESS FOR FOUNDATIONS

1. Always refer back to your MISSION statement when making any decisions. This is your guiding light. Extremely important!
2. Be consistent in your grant giving. This will define who you are more than anything you say in your brochures or websites. Also, by being consistent, it enables you to easily defend your decisions (For example, when you have to deny a grant request - - not fun, but you may have to).
3. You must be able to validate your existence by fulfilling a niche that nobody else is doing. This is very helpful when asking for bigger donations.
4. It is your first responsibility as board/committee members to look out for the Foundation's best interests in all decisions.