

**Ninetieth Regular Meeting
Boulder Junction Community Foundation Board
Thursday, October 11, 2018**

Boulder Junction Community Center, Nordlof Conference Room

“Our Mission: To preserve and enhance Boulder Junction for present and future generations.”

Present: John Altschwager (2019), Barbara Douglas-Johnson (2020), Craig Mason (2020), Gary Plouff (2018), Beth Rondello (2020), Mary Van Grinsven (2019), Michelle Mauzer (2019), Parker Sterner (2018), Adam Zogata (2019) at 6:35pm, Consultant, Tom Basting, Sr. and bookkeeper Rhonda Sybeldon at 6:14pm.

Absent with notice Grant Herman (2018).

Call to Order and Agenda for the Meeting:

The meeting was called to order by President Altschwager at 6:00 p.m.

Motion: Approval of agenda with order of items at the discretion of the chair.
Douglas-Johnson/Rondello M/S/P

Minutes of the September 20, 2018 Meeting:

Motion: Approval of minutes. Douglas-Johnson/Mauzer M/S/P

Welcome to Guests

The Foundation welcomes Nicole Wilken.

Treasurer’s Report

Receipts and Expenditures: Treasurer Plouff presented the September financial report, showing the general checking account beginning balance was \$33,313.21 and end of month balance was \$33,671.51. The 3rd Quarter Budget tracking was reviewed. We are on target to stay within our budget for this year.

The current balance in our Restricted Endowment Fund as of end of September, 2018 is \$298,386.94. (unreconciled).

Motion: Place the September financial reports on file.
Plouff/Van Grinsven M/S/P

Motion: The Executive Board has the ability to move up to \$10,000 to CFONCW for deposit into our restricted Endowment account.
Mauzer/Sterner M/S/P

President's Report

President Altschwager thanked Nicole Wilken for joining us again this month and looks forward to her becoming a Director at next month's board elections.

Altschwager reviewed the 2018 operations calendar for October and year end planning and we are on target for all items this month.

All committee chairs should continue to create an operations calendar for their committee by December 31. Committee chairs have all received a blank copy of our current Operations Calendar to pattern off of for their committees.

Altschwager reminded the board that Director elections are held at our annual meeting in November. A Director's term of office is 3 years. We have a full slate of officers and Directors to present at next month's meeting. Thank you for all who are willing to serve. Please review your committee involvement and be prepared to sign up for 2019 committees in November.

Altschwager told the board of his ongoing discussions with Janet Oppenheimer (fundraising efforts by the Earl Sturm family to install permanent restrooms by the ballfield and children's playground) and with Barb Konopacki (North Creek Loop Bike Committee). Both groups are seeking fiduciary assistance from the Foundation and have agreed to keep us abreast of current developments and timelines. The Foundation requested a plan of validity equal to 50% of the construction costs to initiate our fiduciary involvement.

Committee Reports

.Finance Committee:

- Monday, November 5, 2018 is the next scheduled meeting of the Finance Committee. The 2019 budget, donations to the Endowment Fund, and possible addition to our Reserve Fund will be the main topics of discussion.

Grants Committee:

- No grant requests were received in the last month.

Fundraising Committee

- The Committee has a great meeting on Wednesday, October 3. At this meeting they discussed the annual fall drive, budget requirements for 2019, fundraising handouts and literature and possible events for next year.
- Fall donor campaign will be sent to all current donors as well as people living around but not in Boulder Junction. Boulder Junction residents will receive a Foundation card in the December tax flyers from the town.

- Promoting the Legacy Circle will be highlighted next year through future mailings as well as the various ways people can donate from an IRA.
- 2019 Highlights include planned mailings in February, April, November and December along with our monthly email contact with donors. Three (3) Mostly Social events are being planned as well as our continued presence at Musky Jamboree with a 50/50 cash raffle. The committee will meet in early 2019 to discuss the Colorama Dinner event and to solidify all events and dates for the upcoming year.

Publicity and Community Relations Committee:

- Thank you to Theresa Smith for her willingness to continue writing and publicizing the Foundation press releases.
- The website has been updated with current events and pictures. Thank you to Barbara Douglas-Johnson and Theresa Smith for helping with the constantly changing information flow to our supporters.
- The Foundation co-published an article with the Lions highlighting their \$500 donation in September.
- A fall press release is being planned.

Calendar Items to Remember

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| ➤ Monday, November 5 | Finance Committee Meeting, 3pm |
| ➤ Thursday, November 8 | ANNUAL Meeting 6pm, Nordlof |
| ➤ Monday, November 12 | Fall Mailing work day, 9am @ CC |
| ➤ Thursday, December 6 | Board Meeting 6pm, Nordlof |
| ➤ Thursday, December 13 | Joint Christmas Party with Chamber At White Birch Village, 5:30pm |

Correspondence (mail & email)

- Thank you letter from the CFONCW (Wausau) for a September deposit into our restricted endowment fund.

Adjournment

Motion: Meeting adjourned at 7:10pm. Douglas-Johnson/Sterner M/S/P

Respectfully Submitted,
Mary Van Grinsven
m/s/p

2018 Committee Members

Finance Committee: **Gary Plouff, Chair**; John Altschwager, Tom Bastings, Sr., Craig Mason, Mary Van Grinsven, Adam Zogata, and Mark Hilgendorf, Consultant

Fundraising Committee: **Parker Sterner, Chair**; John Altschwager, Tom Basting, Grant Herman, Michelle Mauzer, Craig Mason, Beth Rondello, and Mary Van Grinsven

Publicity and Community Relations Committee: **Barbara Douglas-Johnson; Chair**, John Altschwager, Beth Rondello, Theresa Smith, and Adam Zogata

Grants Committee: **Mary Van Grinsven, Chair**; John Ader, John Altschwager, Sue Fehlandt, Barbara Douglas-Johnson, Beth Rondello, and Therese Safford