

MINUTES

Boulder Junction Community Foundation Board Meeting

Regular Board Meeting

Tuesday, June 16 @ 4:00 p.m.

White Birch Village, Recreation Hall

“Our mission is to preserve and enhance Boulder Junction for present and future generations.”

PRESENT:

John Altschwager (2022), Barbara Douglas-Johnson (2020) , Janie Geiger (2022), Craig Mason (2020), Beth Rondello (2020), Bill Spear (2022, Nicole Wilkin (2021), Bookkeeper: Bruce Greenhill, Administrative Assistant: Mary Van Grinsven

Absent with notice: Susan Govier (2021),

CALL TO ORDER AND AGENDA FOR THE MEETING:

Meeting called to order by President Altschwager at 4:05 p.m

MOTION: Approval of agenda at the discretion of the Chair - Douglas-Johnson/ Wilkin, M/S/P

WELCOME TO GUESTS:

No guests this evening.

APPROVAL OF MINUTES OF FEBRUARY 18, 2020 MEETING

MOTION: Approval of minutes: Douglas-Johnson/ Wilkin, M/S/P

TREASURER'S REPORT:

Receipts and Expenditures: Treasurer Wilkin presented financial reports:

February Checking account beginning Balance: \$113,258.86

February Checking account ending Balance: \$113,640.85

March Checking account beginning Balance: \$113, 640.95

March Checking account ending Balance: \$105,710.85

April Checking account beginning Balance: \$105,710.85

April Checking account ending Balance: \$111,300.85

May Checking account beginning Balance: \$111,300.85

May Checking account ending Balance: \$108,903.10

Community Foundation of North Central Wisconsin Retriected Endowment Fund

Janaury 1 beginning Balance: \$366,950.94 (reconciled)

March 31 (end of first quarter) Balance \$314,134.48 (reconciled)

May 31 ending Balance: \$354,890.00 (unreconciled)

MOTION: Place the February, March, April and May financials on file: Spears/Geiger M/S/P

PRESIDENT'S REPORT:

President Altschwager reviewed the 2020 operations calendar for February-July.

Discussion of the history of the Foundation fee for contracted Fiscal Sponsorship Agreement since the inception of the Foundation. The fee is to help offset the cost of a financial review or audit, and operating expenses related to contracted administrative fees.

MOTION: To approve an Administrative fee of 2% for a contracted Fiscal Sponsorship Agreement. Wilkin/Douglas-Johnson M/S/P

Discussion on the Town of Boulder Junction request of the Foundation to be the Fiduciary and collect donations to the Highspeed Broadband Project Fund. The contract with the Town will be similar to other projects such as the Community Center, Town mural, and Restroom Project at Sturm Ball Field. The Foundation would be the recipient of gifts for the Highspeed Broadband Project Fund, and provide monthly reports to the Town, reimburse the Town for paid bills as provided by the Town up to the amount of the fund balance. This is a contracted Fiscal Sponsorship Agreement between the Foundation and the Town of Boulder Junction.

MOTION: The Boulder Junction Community Foundation be the contracted Fiduciary with the town of Boulder Junction for fundraising portion of the Highspeed Broadband Project Fund. Spear/Rondello M/S/P

Altschwager appealed to all Board members to encourage participation on a variety of committees for the greater good of the Foundation.

COMMITTEE REPORTS

Finance Committee

Finance Committee will be meeting on July 2 to review the tax return and financial review.

MOTION: Approve the filing of taxes after the Finance Committee approves the draft. Wilkin/Spear M/S/P

Fundraising Committee

The 2019 Annual Report is complete. Timing of printing is subject to the final approval of the tax return by the Finance Committee to ensure the financial reporting is aligned. The report will be mailed to donors in July.

Rondello invited all Board Members to be present for a check presentation to the Chamber of Commerce at Music on Main Street on July 22.

An August mailing is scheduled to encourage donations to the Foundation's Reserve Fund. The annual appeal is scheduled for November.

Grants Committee

The Grants Committee met on May 12 and June 10th to discuss grant applications.

Boulder Junction Fire Department Request

MOTION: Approve a \$2729 grant to the Town of Boulder Junction Volunteer Fire Department for the purchase of two (2) cold water rescue suits. Rondello/Wilkin M/S/P

MOTION: The \$2729 be taken from the Greatest Needs Fund. Rondello/Wilkin M/S/P

Lakeland Star School Academy/ Paes Lab & Career Exploration Area

MOTION: Approve a \$4000 grant to the Lakeland Star School/Academy Paes Lab & Career Exploration Center to help in purchasing Project Discovery. Rondello/Wilkin M/S/P

MOTION: The \$4000 be taken from the Greatest Needs Fund. Rondello/Wilkin M/S/P

Publicity and Community Relations

The Publicity and Community Relations Committee met via Zoom on April 13 and May 11. The next meeting is scheduled for July 6.

The Committee is posting weekly and sometimes more. Upcoming posts will include check presentations for Grant awards.

Board members who haven't already, are reminded, invited, and encouraged to provide a photo of doing an activity you enjoy doing, along with a few sentences about what you like about it. This will be scheduled for a social media post.

Boulder Junction Restroom Building Project- Town & Sturm Family Update

The project is underway with the block walls currently going up. The materials are onsite and ready for installation. The project will also include a water fountain, with water bottle filling station, a full bike repair station, and two (2) new bike racks.

Total amount raised for the project: \$79,211

Total bills paid to date: \$56,298

CALENDAR ITEMS

- Monday, July 13 Executive Board Meeting, 5pm, Rondello Residence
- Monday, July 20 Board Meeting, 4pm, WBV, Rec Hall
- August, TBA Executive Board Meeting, location TBA
- Monday, August 17 Board Meeting, 4pm, location TBA

CORRESPONDENCE (MAIL & EMAIL)

Boulder Junction Fire Department thank you letter for the grant for the washing machine & Chamber of Commerce thank you letter for the Music on Main Street grant.

OTHER BUSINESS

- Network For Good: Rondello reported the updating of donor information in Network For Good is in process. The first phase of updating contact information will be complete in time for the mailing of the 2019 Annual Report in July. The second phase will be to populate the donation history.

Adjournment TIME:5:50 PM Douglas-Johnson/Wilkin M/S/P

Minutes respectfully submitted,
Beth Rondello

MOTION: Approval of minutes: Douglas-Johnson/ Geiger, M/S/P

2020 Committee Members

Finance Committee: **Nicole Wilkin, Chair**; John Altschwager, Tom Basting, Sr., Gary Plouff, Craig Mason, Mary Van Grinsven, Michelle Mauzer, Bill Spear, and Mark Hilgendorf, Consultant

Fundraising Committee: **Beth Rondello, Chair**; John Altschwager, Tom Basting, Sr., Susan Govier, Michelle Mauzer, Craig Mason, Bill Spear, Parker Sterner, and Mary Van Grinsven

Publicity and Community Relations Committee: **Barbara Douglas-Johnson; Chair**, John Altschwager, Janie Geiger, Dave Osborn, Beth Rondello, Theresa Smith, and Pam Muenzner

Grants Committee: **Mary Van Grinsven & Barbara Douglas-Johnson, Co-Chairs**; John Ader, John Altschwager, Sue Fehlandt, Susan Govier, and Beth Rondello