

MINUTES

Boulder Junction Community Foundation Board Meeting

Board Meeting

Monday, February 15 @ 4:00 p.m.

ZOOM MEETING

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

PRESENT:

John Altschwager (2022), Barbara Douglas-Johnson (2023), Janie Geiger (2022), Susan Govier (2021), Craig Mason (2023), Beth Rondello (2023), Bill Spear (2022), Mary Van Grinsven, (2023), Nicole Wilkin (2021), Bookkeeper: Bruce Greenhill

CALL TO ORDER AND AGENDA FOR THE MEETING:

Meeting called to order by Vice-President Govier at 4:17 p.m

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

WELCOME TO GUESTS:

None

APPROVAL OF MINUTES OF JANUARY 18, 2021 MEETING

MOTION: Approval of minutes: Van Grinsven/Govier M/S/P

TREASURER'S REPORT:

January Checking account beginning Balance: \$70,876.37

January Checking account ending Balance: \$86,183.85

Community Foundation of North Central Wisconsin Retriected Endowment Fund

January 31, 2020 Balance \$491,494 (unreconciled)

MOTION: Place the January financials on file: Wilkin/Spear M/S/P

PRESIDENT'S REPORT:

President Altschwager reviewed the 2021 operations calendar for February and March. Board members were reminded to review the Board Conflict of Interest, Whistleblower's Policy, and the Bylaws.

Town of Boulder Junction – Broadband Project

Board Member Van Grinsven as the Foundation liaison reported to the Town at the Tuesday, January 26, 2021 meeting. Van Grinsven reported that as of January 22, 2021 the Foundation received 12 donations totaling \$2,500; the contract with the Town was executed on July 20, 2020 and the \$750 grant from the Foundation for Phase I has been distributed to the Town.

Town of Boulder Junction - North Creek Trail Loop Project

Board Member Van Grinsven as the Foundation liaison reported to the Town at the Tuesday, January 26, 2021 meeting. Van Grinsven reported that as of January 22, 2021 the Foundation received 46 donations totaling \$8,705; the contract with the town was signed on November 12, 2020.

COMMITTEE REPORTS

Finance Committee

No meeting.

Fundraising Committee

Chair Rondello reported that the Fundraising Committee met on February 11, 2021 to review the 2021 Fundraising plan. The committee agreed to continue with the donor stewardship plan of mailing a thank you postcard in March to all 2020 donors and 2021 donors that have given through February.

Grants Committee

As previously posted and discussed at the January 18, 2021 meeting, the following Motion is now made for adoption to our By-laws:

By-laws clarification and change

BYLAW X. GRANT DISTRIBUTION

Section 5: Application and grant award procedures

- . . . Each eligible organization may submit one application per grant cycle (maximum of 2 per year).
One request per grant application. The Board of Directors shall base . .

MOTION: BYLAW X, GRANT DISTRIBUTION, Section 5: Application and grant award procedures to be changed to: Each eligible organization may submit one application per grant cycle (maximum of 2 per year). One request per grant application. Van Grinsven/Douglas-Johnson
m/s/p

Grants Policy Statement

The Board approved the following statement for use in Foundation communications, publications, and public service announcements as presented by Van Grinsven:

To equitably allocate resources available each year, the Boulder Junction Community Foundation will begin to review Grant Applications on a bi-annual basis. Starting in 2021, application deadlines will be on April 10 and September 10 of each year. Each eligible organization may submit one application per grant cycle (maximum of 2 per year). One request per application. This enhanced process will help the Foundation make the best informed decisions possible with the funds available. Grant eligibility and application forms are on our website at: www.boulderjunctioncf.org under GRANTS.

The statement will be forwarded to the Publicity and Community Relations committee to implement in communications and announcements to the public once the website is updated. It will also be sent to post grant recipients to inform them of our updated policy.

Publicity and Community Relations

Chair Douglas-Johnson acknowledged the understanding of the implementation of the Grant Policy Statement. Nothing further to report.

CALENDAR ITEMS

- Monday, March 8 Executive Board Meeting, 4pm ZOOM
- Monday, March 8 Publicity Committee Meeting, 5pm ZOOM
- Monday, March 15 Board Meeting, 4pm, ZOOM
- April Executive Board Meeting, TBA
- Monday, April 26, Board Meeting, 4pm ZOOM

CORRESPONDENCE (MAIL & EMAIL)

none.

OTHER BUSINESS

Administrative Assistant Independent Contractor

Discussion on potential candidate qualifications. Board expressed confidence in qualifications and to moving forward with reviewing the job description details with the candidate.

Stock gift Information Form

Board Member Van Grinsven presenting the stock information to be shared when donors inquire about stock gifts. The form will be posted on the Foundation website.

Board Contact Information Sheet

Board members were asked to review the contact information listed for accuracy and to submit changes to Secretary Rondello.

Adjournment TIME: 5:12 PM Douglas-Johnson/Wilkin M/S

MOTION: Approval of Minutes Van Grinsven/Wilkin m/s/p

2021 Committee Members

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

Fundraising Committee: **Beth Rondello, Chair**; John Altschwager, 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, Chair**; John Ader, John Altschwager, Barbara Douglas-Johnson, Sue Fehlandt, Susan Govier, and Beth Rondello