

Minutes
Sixtieth Regular Meeting of the Boulder Junction Community Foundation
Board Meeting
Thursday, December 17, 2015
Boulder Junction Community Building, Nordlof Conference Room

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

Present: Dennis Aukstik (2016), Barbara Boston (2017), Leslie Gauberti (2016), Dave Osborn (2017), Gary Plouff (2018), Lois Smith (2016), Michelle Mauzer (2016), Grant Herman (2016) and Mary Van Grinsven (2016) were present. Parker Sterner (2016) and Gene Klisnick (2016) were absent with advance notice. Tom Basting, Sr. and Irene Gravelle, Consultants to the Board, were absent with advance notice.

Call to Order and Agenda for the Meeting:

The November meeting was called to order by President Barbara Boston at 5:30 p.m.

Motion: To approve amended agenda changing the time and date as a result of rescheduling this meeting due to inclement weather. Gauberti/Smith M/S/P

Welcome to Guests:

No guests were in attendance. President Boston encouraged all community members and organizations to attend Foundation board meetings.

Minutes of the November 16th Meeting:

Motion: The minutes were approved as distributed with corrections. The secretary will distribute the approved minutes to the Foundation’s email list.
Osborn/Smith M/S/P

Treasurer’s Report:

Treasurer Leslie Gauberti gave her December report to the Board. The designated general checking account began the month of November with a balance of \$22,132.72 and ended the month with a balance of \$22,717.32. The undesignated (operations and discretionary) fund started the month of October at \$10,080.76 and ended the month with \$10,551.26.

The Colorama checking account was unchanged with a balance of \$9,419.72.

The BJCF Community Center Building Fund began the month of November with a balance of \$300.04 and ended the month with a balance of \$550.06.

Treasurer Gauberti then reported on expected upcoming expenses.

Motion: November Treasurer’s Report be filed for audit. Aukstik, Herman M/S/P

Treasurer Gauberti reported as a result of our Neighbor mailing campaign for 2016, as of December 10, we have received 33 replies of which 22 are new Neighbors with a total of \$2,175.00 in donations.

Treasurer Gauberti presented the 2016 Operating Budget of \$7,000.00 which is a reduction from the \$7,500.00 budget this year. The 2016 Fundraising Budget is set at \$4000. Existing seed money for events is not included in the operating budget for 2016. These monies reside in individual event sub accounts.

Motion: The Foundation Board accept the recommendation of the Finance Committee to allocate \$7,000.00 in 2016 for the Operating Budget and \$4000 in 2016 to the Fundraising Budget. Austik/Osborn M/S/P

It was noted an update for disbursement of funds to the Endowment Fund for 2015 will be given at the January meeting.

Gauberti reported to the Board the Foundation is awaiting the engagement letter from Wipfli Accounting Firm for our annual financial review.

President's Report:

President Boston welcomed our new Board members (Grant Herman, Gene Klisnick, Michelle Mauzer) and thanked them for their willingness to serve. She also thanked all our Founding Members, especially Dennis Aukstik for his insightful and guiding leadership as President the last four (4) years.

Boston reported the 2015 Finance Committee's operating goal of \$7,500.00 has been met. Donations to the Endowment Fund has reached \$38,548.56.

Boston reminded the Board for 2016, the Fundraising Committee's Endowment Fund goal remains at \$50,000.00, the Operating Budget has been set for \$7,000.00 and the Fundraising Committee's Budget has been set for \$4,000.

The Operations Calendar items were reviewed and all items have been taken care of for December. The President noted the newsletter will be published in early 2016. She also reminded the Board that all Board policies will be reviewed in the January meeting.

The Board of Directors were reminded with January right around the corner, of our By-Law guidelines for a 100% participation goal. Each Director is urged to maintain Neighbor membership as well as make a monetary contribution to the Endowment Fund on a yearly basis.

Committee Reports:

The Finance Committee did not meet last month. Investment management research on behalf of the Board is continuing.

The Fundraising Committee reported a Neighbor's Drive mailing of about 250 letters with brochures was posted in early December. Results to date are listed under the Treasurer's Report above. The committee was asked to consider sending the Drive letter to all our Colorama Dinner sponsors and all other current stakeholders.

The Publicity and Community Relations Committee reported a flyer was put in the 2015 Boulder Junction tax mailings and numerous publicity pieces were sent to our local newspapers last month. The Foundation and other non-profits can now be located in the Chamber of Commerce 2016 visitors' guide on page 23 under the new category "Non-Profits/Educational".

The Grants Committee reported an information request was received from the Boulder Junction Housing Authority in regards to their annual Christmas Dinner at the Senior Housing Apartments. Barbara Boston and Mary Van Grinsven met with BJHA board member Jim Fragassi to explain how our grant process works. Jim left with a packet of information and appreciated the opportunity to learn more about the Foundation. It was an excellent opportunity to tell the Foundation's story.

Colorama Dinner and People's Choice Awards Committee: A reminder to mark your calendar for Saturday, September 17, 2016 at Camp Manito-wish YMCA.

Selection of Members to Board Committees for Next Year:

2016 Committee members were verified and are listed at the end of these minutes.

Motion: Approve all committee members for 2016. Aukstik/Herman M/S/P

Review of Strategic Plan:

Tabled until the January meeting. Irene Gravelle will be asked to email a current copy to all board members in early January for review and approval at the January board meeting. This document should be reviewed annually.

Between the Holidays Community Celebration:

A discussion ensued regarding the lack of an ice skating rink and snow for this event, making many of our plans unworkable.

Motion: Postpone the event until next year due to lack of ice skating rink and snow. Aukstik/Herman M/S/P Local media and all involved organizations will be contacted.

Calendar Items:

Upcoming Board Meetings: January 18, 2016 and February 22, 2016

Correspondence: A Christmas newsletter was received from the Chamber of Commerce and a Thank You letter from North Lakeland School 8th Grade Class for the opportunity to raise money for their class trip through working at our Colorama Dinner (students/parents work as wait staff. We give a stipend for the work, they make tips and sell raffle tickets).

Other Business:

Gauberti reported 1,798 Foundation inserts were put in the tax bills this year. The cost for paper and printing was \$72.

Gauberti made a request for topic information and article writers for the upcoming January newsletter. A reminder will be sent of the current topic list needs in early January. She also asked for 3-4 volunteers to work on the 2015 Annual Report and for everyone to think about how we can expand on using this report to educate people about the Foundation.

A discussion ensued about the date and time of our monthly meetings to take into account new board members' schedules. The new board had been informally polled and as a result, it was suggested we begin our meetings at 5pm instead of the current 6pm. Everyone thought the 3rd Monday of the month worked well

NOTE: Starting January 2016, our meetings will begin at 5:00 p.m.

Good of the Order:

The Financial Investment Review was discussed with a conclusion of a desired finish date of this spring. The Finance Committee will take the reviewed information and make a recommendation to all Directors at a regular Board Meeting.

Adjournment:

Motion: The meeting was adjourned at 7:21 p.m. Herman/Gauberti M/S/P

Mary Van Grinsven, Secretary

***2016 Committee Members:**

Finance Committee: Leslie Gauberti, Chair; Mary Van Grinsven, Lois Smith, Craig Mason, Dennis Aukstik, Gary Plouff, Barbara Boston and Tom Basting, Sr. (Advisor)

Fundraising Committee: Parker Sterner, Chair; Craig Mason, Dave Osborn, Mary Van Grinsven, Grant Herman, Michelle Mauzer, Barbara Boston, and Tom Basting, Sr. (Advisor)

Publicity and Community Relations Committee: Irene Gravelle, Chair; Leslie Gauberti, Gene Klisnick, Kristen Tichacek, and Barbara Boston

Grants Committee: Lois Smith, Chair; John Ader, Leslie Gauberti, Mary Van Grinsven, and Barbara Boston

Colorama Dinner Committee: Barb Boston, Chair; Barb Konopacki, Past Chair; Lori Aukstik, Leslie Gauberti, Craig Mason, Parker Sterner, Dave Osborn, Olivia Soltow, Sandy Sterner, Mary Van Grinsven, Dennis Aukstik, and Grant Herman