

**Eighty Second Regular Meeting of the  
Boulder Junction Community Foundation Board  
Thursday, May 17, 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), Grant Herman (2019)(via conference call), Craig Mason (2020), Michelle Mauzer (2019), Gary Plouff (2018), Beth Rondello (2020), Mary Van Grinsven (2019), Adam Zogata (2019), and Tom Basting, Sr. (Consultant) Bookkeeper: Rhonda Sybeldon  
Absent with notice: Parker Sterner (2018).

Call to Order and Agenda for the Meeting:

The meeting was called to order by President Altschwager at 6:05 p.m.

**Motion:** Approval of agenda with order of items at the discretion of the chair.  
Herman/Mauzer M/S/P

Minutes of the April 26, 2018 Meeting:

**Motion:** Approval of minutes with date clarification Zogata/Plouff M/S/P

Welcome to Guests

No guests present this evening.

Treasurer's Report

Receipts and Expenditures: Treasurer Plouff presented the April financial reports, showing the general checking account beginning balance was \$37,314.14 and end of month balance was \$36,366.30.

The current balance in our Restricted Endowment Fund as of May 16, 2018 is \$288,380.32 (reconciled).

**Motion:** Place the April financial reports on file.  
Plouff/Mason M/S/P

IRS 990 has been filed. The 2017 Financial Review has been finalized and all Directors were given a copy. The 1952 was signed this evening and will be filed.

The Foundation is upgrading to the online version of Quickbooks for non-profit organizations. The migration from our current version to the online version will begin next week. Thank you to Directors Plouff, Mason, Van Grinsven and bookkeeper Sybeldon for their research efforts in this matter. The use of this software will be reviewed yearly by the finance committee to make sure it is still meeting our needs.

## President's Report

President Altschwager reviewed the 2018 operations calendar for May and we are on target for all items this month.

All committee chairs are reminded to create a working operations calendar for their committee by the end of the year.

Altschwager highlighted the events of the May 7<sup>th</sup> Mostly Social and thanked all Directors for their participation.

## 2017 Annual Report

The report was mailed on May 4<sup>th</sup> to all donors. Additional copies of the report are available on request or at any Foundation function throughout the year.

## Committee Reports

**Colorama Dinner Committee:** September 15, 2018.

- Altschwager continues to stay in contact with personnel from Camp Manito-wish YMCA to solidify exciting changes to our upcoming event.
- The sponsorship package has been revised and given to each Director. We have commitment from 3 new sponsors already and are looking to confirm all sponsorships within the next two months.
- A full committee meeting is slated for late June/early July.

**Finance Committee:**

A finance committee meeting is scheduled for May 24<sup>th</sup>. 2018-2019 Investment Fund options and creation of Endowment Funds Transfer Schedule will be discussed.

**Grants Committee:**

- CFONCW (Wausau) has informed us our updated 2018 grant amount from our Restricted Endowment fund is \$8300. Additional grants may be awarded from funds we hold here in Boulder Junction (Greatest Needs Fund, Bike Trail Enhancement Fund, and Arts & Culture Fund).
- No grant requests were received in the last month.

## **Fundraising Committee**

- **Thank You** to John & Sue Altschwager for hosting a wonderful Mostly Social Event at White Birch Village on May 7.
- The next Mostly Social Event will be for Founders and Legacy Circle members on July 26.
- The third Mostly Social event of this year is being planned in August for all current donors and guests.
- The Founders and Legacy Circle booklet is slated to be updated by the end of June.
- Promoting the Legacy Circle will be highlighted this year through future mailings as well as the various ways people can donate from an IRA.

## **Publicity and Community Relations Committee:**

- Chair Douglas-Johnson thanked Theresa Smith for her willingness to continue writing and publicizing the Foundation press releases.
- An update of the website continues.
- Continue to update and inform through Facebook and our website. [boulderjunctioncf.org](http://boulderjunctioncf.org)
- Write an article highlighting our \$400 grant to the Chamber for 2018 Music on Main Street (papers, web, and Facebook)
- This committee will be asked to help publicize 2018 Colorama Dinner.

## Calendar Items to Remember

- |                     |                                     |
|---------------------|-------------------------------------|
| ➤ Monday June 11    | Executive Board Meeting, 6:45, BJCC |
| ➤ Thursday, June 21 | Board Meeting 6pm, BJCC             |
| ➤ TBA               | Executive Board Meeting             |
| ➤ Thursday, July 19 | Board Meeting 6pm, BJCC             |

## Correspondence (mail & email)

- Chamber Volunteer Breakfast invitation
- Notice of Annual Meeting of Community Foundation of North Central Wisconsin (CFONCW) of which we are an affiliate.

## Adjournment

**Motion:** Meeting adjourned at 8:00 p.m. Douglas-Johnson/Rondello 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

Colorama Dinner Committee: **John & Sue Altschwager, and Mary Van Grinsven, Co-Chairs**; Barbara Douglas-Johnson, Susie Govier, Jennifer Hietz, Grant Herman, Craig Mason, Michelle Mauzer, Beth Rondello, and Parker & Sandy Sterner