

Ninety Ninth Regular Meeting
Boulder Junction Community Foundation Board
Tuesday, October 8, 2019

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), Jennifer Engstad-Heitz (2021), Susan Govier (2021), Craig Mason (2020), Michelle Mauzer (2019), Beth Rondello (2020), Mary Van Grinsven (2019), and Nicole Wilkin (2021). Bookkeeper, Rhonda Sybeldon. Consultant: Mark Hilgendorf
Absent with notice: Adam Zogata (2019).

Call to Order and Agenda for the Meeting:

The meeting was called to order by President Altschwager at 5:35 p.m.

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

Minutes of the August 23, 2019 Meeting:

Motion: Approval of August 23, 2019 minutes. Engstad-Heitz/Mauzer
M/S/P

Welcome to Guests

A warm welcome to recent past president, Grant Herman.

Treasurer's Report

Receipts and Expenditures: Treasurer Wilkin presented the September financial report, showing the September general checking account beginning balance was \$50,131.67, and end of month balance was \$75,441.72. Reflected in this end of month balance are donations received for the Public Restroom Project Fund of \$21,185.00.

The current reconciled balance in our Restricted Endowment Fund at the end of September 2019 was \$323,861.64. Since July, \$7,400 was awarded in grants from this account. \$9,150 was donated during the month of September and is being sent to the Endowment account.

President Altschwager accepted the September financial reports for filing.

President's Report

President Altschwager reviewed the 2019 operations calendar for October. All items are either completed or in process of completion.

Sturm Family Public Restroom Project: After review of our Privacy Policy, the Foundation is putting forth the following proposed resolution to aid the Sturm

Family in their fundraising efforts. This resolution is patterned off of the same resolution we made with the town when we were the fiduciary for the building of our current Community Center in 2015.

Motion: Adopt the resolution “Donor Privacy Policy Relating to the Restroom Project Fund” (see attached) Van Grinsven/Rondello/P

An upcoming slate of officers and directors was presented to the board. Voting will take place at our November Annual Meeting. P-Altschwager, VP-Govier, S-Rondello, T-Wilkin, Directors: William Spear and Janie Geiger

Committee Reports

Finance Committee:

- Finance Committee met on October 1st. The following motions were presented by Chair Wilkin for approval.

Motion: Propose a 2020 Operating Budget of \$19,000 and a Fundraising Budget of \$6,500. Wilkin/Van Grinsven/P

Motion: Allocate \$4,000 into the Long-Range Operational Reserve Fund. Wilkin/Engstad-Heitz/P

Motion: Propose the Board of Directors request a financial review from Peterson Metz at the end of the year 2019. Wilkin/Rondello/P

Fundraising Committee

- Directors Rondello and Van Grinsven are gathering the last of the information to update our Founders and Legacy Circle booklet. Our goal is to have it finished this year.
- Chair Rondello reported our November major campaign mailer is currently in process and is set to be mailed on November 21. (Workday is Wednesday, November 20th at 2pm in the Community Center)

Grants Committee

- Two grants are anticipated to be received in October.
- A committee meeting will be scheduled in early November to review current by-laws as they relate to grants and suggest possible updates as well as any grant applications received.

Publicity and Community Relations Committee:

- Chair Douglas-Johnson reported on a press release from Colorama Dinner showing the Foundation presenting a \$1,500 check to the Lions Club for their inaugural year of hosting this event.
- Douglas-Johnson reported there will be 2 upcoming press releases. When the Fire Department receives the Extractor (\$4,403 grant) and the Lions Club re-roofs their pavilion (\$1,500 grant).
- Weekly Facebook and website postings continue. We would like to encourage our Directors, donors, and friends to share our pages to increase our exposure to the public.

Calendar Items to Remember

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|--------------------------|------------------------------------|
| ➤ TBA, November | Grants Committee Meeting |
| ➤ Friday, November 15 | Nov. Exec Board Meeting, 8:15am |
| ➤ Friday, November 15 | Finance Committee Meeting, 9am |
| ➤ Tuesday, November 19 | Annual Board Mtg, 5:30pm, Nordloff |
| ➤ Wednesday, November 20 | Fall Campaign Letter workday 2pm |
| ➤ Thursday, November 21 | Fall Campaign Letter to be mailed |
| ➤ TBA, December | Executive Board Meeting |
| ➤ | No December Board Meeting |

Correspondence-

Three (3) letters:

1. Thank you letter and acknowledgement of completion of Music on Main Street \$750 Grant.
2. Donation letter and check for Public Restroom Project from donor's private family fund.
3. Letter from the Veterans of Foreign Wars Foundation (VFW) 501(c)3

New Business

No new business.

Adjournment

Motion: Meeting adjourned at 7:18pm. Douglas-Johnson/Engstad-Heitz M/S/P

Minutes respectfully submitted,
Mary Van Grinsven
M/S/P

Attachment

Boulder Junction Community Foundation Inc Donor Privacy Policy Relating to the Restroom Project Fund

RESOLUTION

Whereas, the Boulder Junction Community Foundation Inc (“Foundation”) adopted a “Donor Privacy Policy” on February 20, 2012 relating to the fundraising activities conducted by the Foundation; and

Whereas, the Foundation has established the “Restroom Project Fund” for purposes of receiving donations related to the new Public Restroom Community Campaign; and

Whereas, the Town of Boulder Junction has joined with the “Sturm Family & Friends Community Committee” to organize fund-raising activities for the building of the new Public Restroom located near the Sturm Ballfield; and

Whereas, the Fund-Raising Committee is appealing for donations and has requested that donors make donations to the Boulder Junction Community Foundation Restroom Fund; and

Whereas, the Fund-Raising Committee has requested that the Foundation share certain limited personal information of donors to the Restroom Project Fund with the Fund-Raising Committee in order to allow the Fund-Raising Committee to properly acknowledge a pledge donation; and

Whereas, the personal information is limited to the identity of the names of donors in the following categories of “name of donor, pledges received, information for purchased brick for the walkway”; and

Whereas, it is in the best interests of the donors and the Foundation that all donations to the Restroom Project Fund are properly acknowledged;

NOW, THEREFORE, BE IT RESOLVED:

That the Donor Privacy Policy adopted on February 20, 2012 is hereby amended to authorize the Executive Board of the Foundation to share with the Fund-Raising Committee the identity of the names of donors to the Restroom Project Fund that correspond to the categories of “Undesignated Giving” hereinabove described.

FURTHER RESOLVED, that the Donor Privacy Policy adopted on February 20, 2012 shall otherwise remain in full force and effect.

Adopted by the Foundation Board 10/8/2019

2019 Committee Members

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

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

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

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