

## MINUTES

Boulder Junction Community Foundation Board

Regular Board Meeting

Tuesday, January 21, 2020 @ 4:00 p.m.

Regular Board Meeting Boulder Junction Community Center, Nordlof Conference Room

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

Present: Barbara Douglas-Johnson (2020) , Jennifer Engstad-Heitz (2021, Janie Geiger (2022), Susan Govier (2021), Craig Mason (2020), Beth Rondello (2020), Bill Spear (2022), Nicole Wilkin (2021), Bookkeeper: Rhonda Sybeldon

Absent with notice: John Altschwager (2019), Administrative Assistant: Mary Van Grinsven Call

to order and Agenda for the Meeting:

Meeting called to order by Board Member Douglas-Johnson at 4:00 p.m.

**Motion:** Approval of agenda at the discretion of the Chair - Douglas-Johnson/Mason, M/S/P

Welcome to Guests:

No guests this evening.

Approval of Minutes of November 19, 2019 Meeting: **Motion:**

Approval of minutes: Mason/Engstad-Heitz M/S/P Treasurer's

Report:

Receipts and Expenditures: Treasurer Wilkin presented the December financial reports:

- Checking account beginning Balance: \$94,948.83
- Checking account ending Balance: \$89,334.33
- 2019 Year End Report - \$24,475 was sent to the Endowment Fund at North Central Wisconsin Community Foundation
- Restricted Endowment Fund: Balance as of 12/31/2019: \$366,950.94 reconciled
- Network For Good Project pending: We are on hold to incorporate QuickBooks donor history until the new bookkeeper treasury position has been filled. Nicole Wilkin, Beth Rondello, the bookkeeper, and administrative assistant will work together on the project.

**Motion:** Place the December financials on file: Wilkin/ Douglas-Johnson, M/S/P

After discussion and recommendations of the Finance Committee, the following motion was made:

**Motion:** To retain Petersen Metz LLC for the financial review for 2019 and tax preparation with a cost estimated at \$4,000. Wilkin/ Douglas-Johnson, M/S/P

## President's Report

Govier reviewed the 2020 Operations Calendar for February.

Govier reviewed status of donations received on the Boulder Junction Restroom Building Project. Current total recieved to date towards the project: \$52,886 Welcome to our new Board Members: Bill Spear, Janie Geiger.

Reminder to board members that the Foundation asks for 100% donor participation in first quarter.

## Committee Reports

**Finance Committee:** See recommendation above under Financial Report. Next meeting is May, 2020.

### **Fundraising Committee:**

Next meeting set for February 10, 2020 to review 2020 fundraising activites.

The Founders and Legacy Circle Booklet is complete.

Reminder to attend the Thursday, February 6 Chamber BAH at Aqualand Ale House.

The February postcard mailer will be mailed on February 11.

Requested names and contact information for individuals to introduce to the Foundation.

### **Grants Committee:**

2019 Endowment Disbursement - Year end Grant giving totals

Grants awarded through our Restricted Endowment Fund (Wausau) \$11,503

Boulder Junction Fire Department \$4403

Boulder Junction Lions – Roof Project \$1500

Boulder Junction Lions – Colorama Dinner \$1500

Public Restroom Project @ Sturm Ball Field \$4000

Grants awared through Boulder Junction Enhancement Funds \$3100

Boulder Junction Chamber – Music on Main Street \$750

Town of Bouler Junction – Broadband \$750

North Lakeland School 8th Grade Trip \$650

Public Restroom Project @ Sturm Ball Field \$1000

2019 Grants Total \$14,503

2020 max is \$14,800

Total grants since inception 9 years ago: \$477,354.73

## **Publicity and Community Relations:**

Press Releases pending for Boulder Junction Fire Department

Committee has planned posts through April for website and Facebook.

Requested of all Board members to provide a brief statement of what you look forward to this summer, and photo engaged in the activity. Calendar Items

- Tuesday, February 11      Exec Board Meeting, Camp Manito-wish YMCA
- Tuesday, Feb 18              Board Meeting, 4:00pm, Nordlof
- No March board meeting
- Tuesday, April 21    Exec Board Meeting, 3:00pm Nordlof
- Tuesday, April 21    Board Meeting, 4:00pm, Nordlof

## Correspondence (mail & email)

Statements from Ameriprise

## Other Business

After discussion of the applicant for the Bookkeeper Treasury Services position, the following motion was made:

**Motion:** Executive Committee may proceed with offering the position to the applicant.

Douglas-Johnson/ Gieger M/S/P

## Adjournment

Motion: Meeting adjourned at 5:38 p.m. Douglas-Johnson/ Engstad-Heitz M/S/P    Minutes approved: Engstad-Heitz/ Nicole Wilkin M/S/P

Minutes respectfully submitted,

Beth Rondello

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

Publicity and Community Relations Committee: **Barbara Douglas-Johnson; Chair**, John Altschwager, Jennifer Engstad-Heitz, 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