

## MINUTES

### Boulder Junction Community Foundation Board Meeting Board Meeting

Monday, April 26 @ 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), Administrative Assistant: Bonnie Spear

Nicole Wilkin (2021): Absent with Notice Bookkeeper: Bruce Greenhill Absent

#### **CALL TO ORDER AND AGENDA FOR THE MEETING:**

Meeting called to order by President Altschwager at 4:00 p.m

**MOTION:** Approval of agenda at the discretion of the Chair

**M/S/P** Douglas-Johnson /Van Grinsven/P

#### **WELCOME TO GUESTS:**

None

#### **APPROVAL OF MINUTES OF MARCH 15, 2021 MEETING**

**MOTION:** Approval of minutes: Van Grinsven/Govier

**M/S/P** Van Grinsven/Govier/P

#### **TREASURER'S REPORT:**

March Checking account beginning Balance: \$147,862.60

March Checking account ending Balance: \$186,093.40

Community Foundation of North Central Wisconsin Restricted Endowment Fund

March 31, 2021 Balance: \$505,523.22 (unreconciled)

March 31, 2021 Community Relief Fund Balance: \$18,645

**MOTION:** Place the March financials on file.

**M/S/P** Spear/Mason/P

## **PRESIDENT'S REPORT:**

### **Operations Calendar**

President Altschwager reviewed the 2021 operations calendar for May and June. Board members were reminded to review the Strategic Plan (current plan to 2022).

### **Administrative Assistant Independent Contractor**

Altschwager welcomed and introduced Bonnie Spear to the Board. Bonnie shared that she is pleased to join the Foundation as the Administrative Assistant.

### **Town of Boulder Junction – Broadband Project**

Board Member Van Grinsven as the Foundation liaison will present a fiduciary report to the Town at the Tuesday, April 27, 2021 meeting. There is currently \$3,000 in the High Speed Broadband Fund. Nothing further to report.

### **Town of Boulder Junction - North Creek Trail Loop Project**

Board Member Van Grinsven as the Foundation liaison will present a fiduciary report to the Town at the Tuesday, April 27, 2021 meeting. The Fundraising Committee for the project has reported they launched a \$65,000 matching campaign with mailings to 470 people. The Phase 1 goal is to raise a total \$155,000 to allow the Town to know the funds are in place and make an informed decision to commit to the project this summer. As of April 21, 2021 the project has raised \$128,275.50 towards the goal of \$155,000 for Phase 1. North Creek Loop Trails funds remaining after Phase 1 of the project will go toward Phase 2.

## **COMMITTEE REPORTS**

### **Finance Committee**

Next meeting is May 3 at 4:00pm via Zoom.

### **Fundraising Committee**

Nothing to report.

### **Grants Committee**

#### **April 10 Grant Cycle Requests**

The success of changing to two grant cycles per year was evident by the response we received with five (5) grant applications this spring. This process will enhance the Foundation's ability to prioritize and award grants based on merit and current needs of Boulder Junction. Grants were reviewed for eligibility. Four (4) grants were deemed to be currently eligible. One (1) grant was deemed to be ineligible at this time, but the organization will be encouraged to apply again when the project timelines fall within eligibility status.

### **Boulder Junction Volunteer Fire Department Request**

- Request \$4,500 to purchase a Thermal Imaging Camera (TIC). This device helps the firefighters “see through” the building walls to detect problems without having to send firefighters into the building before knowing what they will face. Total Project Cost: \$4,500.

**MOTION:** Approve a \$4,500 grant to the Boulder Junction Volunteer Fire Department for the purchase of a Thermal Imaging Camera (TIC).

**M/S/P** Van Grinsven/Gieger/P abstain: Douglas-Johnson

**MOTION:** Allocate the \$4,500 grant to the Boulder Junction Fire Department from the Community Relief Fund.

**M/S/P** Van Grinsven/Gieger/P

### **Boulder Junction UpShift & Town of Boulder Junction Request**

- Request \$750 to purchase safety and directional signage on three (3) approved bike routes on town streets. White Deer Loop, Bear Lake Road, and Nichols Lake Beach. Total Project Costs: \$1290.

**MOTION:** Approve a \$750 grant to the Town of Boulder Junction for the purchase of signage for three (3) new authorized trails.

**M/S/P** Douglas-Johnson/Govier/P abstain: Van Grinsven

**MOTION:** Allocate the \$750 grant to the Town of Boulder Junction from the Community Relief Fund.

**M/S/P** Van Grinsven/Rondello 3 Y, 5 N Motion fails

**MOTION:** Allocate the \$750 grant to the Town of Boulder Junction from the Bike Trail Enhancement Fund.

**M/S/P** Spear/Gieger/P 7 Y, 1 N Motion carries

### **North Creek Loop Trail Committee & Town of Boulder Junction Request**

- Request \$5,000 to help complete Phase I for the safety of all bikers and walkers along County H down to the Heart of Vilas (HOV) National Recreational Trail at County H & K intersection.
- Total Project Costs: \$520,410. A state grant and money from the town left a deficit of \$155,000.

**MOTION:** Approve a \$5,000 grant to the Town of Boulder Junction to help complete Phase I of the North Creek Loop Trail.

**M/S/P** Spear/Douglas-Johnson/P                      abstain: Van Grinsven, Rondello

**MOTION:** Allocate the \$5,000 grant to the Town of Boulder Junction for the North Creek Loop Trail from the Community Relief Fund

**M/S/P** Van Grinsven/Geiger/P

**Boulder Junction Chamber of Commerce Request**

- Request \$5,000 to help with costs associated with the Big Musky Photo Op Project
- In looking at the breakdown of funds associated with this project, the Grants Committee felt it could grant funds for work not yet done (concrete foundation(\$265), wood walkway(\$460), landscaping(\$850), and transporting the fish to the final site(\$200) as well as the initial quick purchase of the Musky(\$2000), as this could not have been planned for.
- Total Project Costs: \$9,000

**MOTION:** Approve a \$3,775 grant to the Boulder Junction Chamber of Commerce to cover upcoming fixed costs and the initial purchase of the Musky.

**M/S/P** Van Grinsven/Govier/P                      Abstain: Mason

**MOTION:** Allocate the \$3,775 grant to the Boulder Junction Chamber from the Community Relief Fund

**M/S/P** Douglas Johnson/Govier/P

**Committee Recommendation to the Board of Directors**

Going through this new process of setting two (2) submission dates per year, the following recommendations are put forth to the Board of Directors:

1. Change the method of delivery of grant application to request a digital copy to the current Grants Chair listed on the website, instead of mailing in a copy.
2. Request a budget be attached to the request. Since budgeted items are ineligible, having a copy of the budget can help us confirm eligibility.

**MOTION:** To include in the grant application the request of a digital copy to the current Grants Chair, and include the organizations annual budget.

**M/S/P** Van Grinsven/Douglas Johnson/P

### **Consider By-laws clarification and change**

The recommended amendments below presented to Directors for vote at our May 17, 2021 Board of Directors meeting. Add to the list of Ineligibility: Reimbursement of costs already incurred.

- **BYLAW X. GRANT DISTRIBUTION**

**Section 6:** Ineligible projects and project costs

(i). . . Reimbursement of costs already incurred. (ADDITION TO LIST)

### **Publicity and Community Relations**

Chair Douglas-Johnson reported that the committee will meet on May 3, 2021 via ZOOM. The agenda will include scheduling publicity for the Grants that were awarded. Board members will be invited to photo opportunities with the Grant recipients; CDC guidelines will be abided.

### **CALENDAR ITEMS**

- Monday, May 3                      Publicity Committee Meeting, 5:15pm, ZOOM
- Monday, May 3                      Finance Committee Meeting, 4pm, ZOOM
- Monday, May 17                     Executive Board Meeting, 3pm, BJ Community Center
- Monday, May 17                     Board Meeting, 4pm, BJ Community Center
- Monday, June 14                     Executive Board Meeting, TBD
- Monday, June 21                     Board Meeting, 4pm, BJ Community Center
- Monday, June 28                     Publicity Committee Meeting, 5:15pm, Rondello Residence

### **CORRESPONDENCE (MAIL & EMAIL)**

None.

### **OTHER BUSINESS**

None.

Adjournment TIME: 5:33 PM Douglas-Johnson/Govier M/S/P

Minutes respectfully submitted,

Beth Rondello

**M/S/P** Van Grinsven/Douglas Johnson/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