

## MINUTES

Boulder Junction Community Foundation

Board Meeting

Monday, September 27, 2021 @ 6:00 p.m.

Boulder Junction Community Center – Nordlof Room

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

### **PRESENT:**

John Altschwager (2022), Barbara Douglas-Johnson (2023), Susan Govier (2021), Craig Mason (2023), Beth Rondello (2023), Bill Spear (2022), Mary Van Grinsven, (2023)

Absent with Notice Janie Geiger (2022), Nicole Wilkin (2021) Administrative Assistant: Bonnie Spear, Bookkeeper: Bruce Greenhill

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

Meeting called to order by President Altschwager at 5:55 p.m

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

**M/S/P** Douglas-Johnson/Spear/P

### **WELCOME TO GUESTS:**

None

### **APPROVAL OF MINUTES OF AUGUST 23, 2021 MEETING**

**MOTION:** Approval of minutes

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

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

August Checking account beginning Balance: \$225,057.64

August Checking account ending Balance: \$227,945.61

Community Foundation of North Central Wisconsin Restricted Endowment Fund

August 31, 2021 Balance: \$542,865.21 (unreconciled)

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

**M/S/P** Van Grinsven/Spear/P

## **PRESIDENT'S REPORT:**

### **Operations Calendar**

President Altschwager reviewed the 2021 operations calendar for September and October. Board members were reminded that the slate of officers will be presented at the October meeting, with the vote taken at the annual meeting in November.

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

Board Member Van Grinsven reported that there is \$3,000 in the Broadband Project fund, no new donations. There are no working plans towards fundraising as originally thought.

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

Van Grinsven reported that as of the end of August there is \$165,264.04 in the North Creek Loop Trail fund. Van Grinsven will provide a report to the Town Board at the September Town of Boulder Junction meeting. The goal for Phase 1 is \$155,000; the amount raised above that amount will go towards Phase II of the project. The grant requests for Phase II have been submitted to the State and DNR. Grant submissions result will be announced this fall. When the Phase II grant has been decided, then the amount to be raised will be determined.

### **Independent Contractor - Bookkeeper**

President Altschwager reminded the Board that Bruce Greenhill had given a verbal and written notice of resignation from the position of bookkeeper with the Foundation. At the direction of the Board at the July meeting, Board Members Wilkin, Rondello and Administrative Assistant Spear investigated engaging Peterson Metz for independent contractor bookkeeping services. After discussion and input from each Board member the following motion was made.

**MOTION:** Approve the utilization of Peterson Metz for monthly bookkeeping.

**M/S/P** Wilkin/Govier/P

## **COMMITTEE REPORTS**

### **Finance Committee**

The Finance Committee meeting is scheduled for October 12, 2021.

The transition to Peterson Metz for monthly bookkeeping will begin November 1.

### **Fundraising Committee**

Chair Rondello reported that the preparation for the annual mailing begins in October. The Fundraising committee will confer on the targeting mailing group and make its recommendation to the board at the October meeting.

### **Grants Committee**

Van Grinsven reported that the Grants Committee is meeting on October 4 to review grant submissions.

## **Publicity and Community Relations**

Chair Douglas-Johnson reported that the committee is looking for new members to replace outgoing members.

A photo of the board will be taken at the annual meeting for social media and publications.

## **CALENDAR ITEMS**

- Tuesday, October 4 Grants Committee Meeting, 4pm, BJ Community Center
- Tuesday, October 12 Finance Committee Meeting
- Monday, October 18 Executive Board Meeting, 5pm, BJ Community Center
- Monday, October 18 Board Meeting, 6pm, BJ Community Center
- Monday, November 29 Executive Board Meeting, 5pm, BJ Community Center
- Monday, November 29 Annual Board Meeting, 6pm, BJ Community Center

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

None.

## **OTHER BUSINESS**

Van Grinsven reminded the Board that the meeting schedule for the coming year will be set at the annual meeting. After discussion, Board members agreed to consider reducing the number of meetings for the coming year.

Adjournment TIME: 7:20 PM Douglas-Johnson/Govier M/S/P

Minutes respectfully submitted,

**M/S/P** Van Grinsven/Spear/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