

L.E.A.F Board of Directors
Minutes of the Meeting
Monday, January 17, 2011
KDV Conference Room

Members present: Barclay Carriar, Tami DeLand, David Eickhoff, Debbie Erickson, Don Farleo, Rolf Jacobson, Pat Krueger, Craig Lietha, John Oxton, Jim Pehler, Ken Voss, Pat Welter, Bruce Hentges, Phil Welter

The meeting was called to order by President Barclay Carriar at 4:45pm.

Agenda

There were no additions or changes to the agenda.

Consent Agenda

- o Approval of minutes of November 15, 2010 Board meeting (attached)
- o Approval of bill payments for November and December

Jacobson moved and Eickhoff seconded approval of the consent agenda. The motion passed unanimously.

Discussion/action items

1. Treasurer's report

Treasurer Lietha reviewed the report as distributed. He reminded board members that an added amount, approximately \$2000, is not currently reflected in the report, but the final figures for the last quarter earnings will soon show up in the activities fund.

Voss moved and DeLand seconded approval of the report. The motion passed unanimously.

2. Nominations Committee report

Ken Voss, committee chair, reported on the upcoming nominations for individuals to fill positions on the Board of Directors. Three people have agreed to serve regular three-year terms, beginning in February. They are:

Marty Heine – 1978 graduate of Tech High School. Owner of All-Star Trophy and Awards. Very involved in support of athletic activities, especially Tech. Has provided NOTS auction items every year. Very involved in expanding the MAPS golf tournament and increasing the financial success of that event.

Adrece Thighman – Associate Director of Admissions at SCSU. She has been an executive board member of the local NAACP, worked with Anna Marie's, the *Create CommUnity*, k-12 Education Committee Member. She is also the parent of a district first grader.

Chuck Provinzino – St. Cloud Atty. and former board member

Two other s have been ask and are considering. One is **Mark Benson** of St. Cloud's Benson Funeral home.

Both Voss and Hentges shared that many expressed strong support for LEAF and the mission, but currently find themselves unable to commit to a board position. Several

asked to be contacted again next year.

Hentges suggested that the board consider and potentially approve all four at this meeting, and that any further additions to the list might be dealt with through electronic voting.

It was noted that with three confirmed new appointments, the total number of board members will be 21. The maximum number of possible (though not required) members is 24.

Concern for an appropriate balance of members according to association with each of the two high schools was noted. Voss reported that this was not a criteria considered by the committee. Consensus was that it is not an issue, as members are expected to represent the entire community. Committee members did share that some other criteria, including a variety of professions and ability to serve, are considered. Eickhoff moved and Oxtan seconded approval of the four candidates as presented. The motion passed unanimously.

Voss then presented a slate of potential officers for the 2011 year. They are:

President.....**Barclay Carrier**
Vice President.....**Rolf Jacobson**
Secretary.....**Pat Krueger**
Treasurer.....**Craig Lietha**

All have agreed to serve.

The nominations committee recommends this slate, but members are reminded that others can be nominated (including self nomination) prior to or at the annual meeting in February.

All officers will be elected at that annual meeting.

3. Regular Committee Reports

Grant Writing

Ken Voss reported that the Bernick grant request for up to \$25,000 has made it into the final round. The results are expected at the end of this month.

4. Night of the Stars

Hentges provided a report on behalf of the planning committees – all of which are meeting and preparing.

- The try-outs have resulted in an impressive array of talent.
- Mark Scharenbroich will MC on Friday, and Bob Hughes on Saturday.
- Advertising plans are similar to those for last year.
 - Posters were shared and members were asked to take some for posting in appropriate places.
 - Mailers will go out this week.
- The committee is seeking auction items, so members were asked to consider donating or contacting businesses they feel comfortable asking for support. Members were reminded that the auction is online only, and starts February 12.
- A new ticket strategy is being tried this year. Instead of advanced sale of actual tickets, students will be selling a voucher that buyers can exchange for reserved seats – or simply use for general admission seating. Cost are:
 - \$12.00 for advanced vouchers

- \$15.00 at the door.
- This new procedure allows students to sell tickets and still provide reserved seating for those wanting them. Online ticket sales are also available.
- Sponsorships are coming in slowly – behind last year. Members were asked to suggest possible new sponsors, and reminded that we try to avoid businesses that have supported other LEAF events.
- Mark Scharenbroich will be selling his book, and donating part of the proceeds.
- A raffle is also planned. Best Buy is considering a request to donate a large screen TV. Members were assured that all necessary licensing has been secured.
- Qdoba Restaurant will be donating 100 T-shirts.

5. Executive Director Report

Hentges called attention to the grant history report as distributed. Awards have been broken down by school levels and by the type of activity supported. It was noted that there is a discrepancy in totals on the grade level report. Hentges will check into this and make the necessary correction.

Hentges then called attention to the committee assignments as listed on the annual handout. Members may request changes by contacting Bruce.

The Fundraising and Endowment Report was also distributed. The year-end summary was reviewed.

- It was noted that we are slightly behind last year, but Hentges added that there are still significant pledge payments that may come in..
- The largest difference seems to be that the Academic grant attracted several large donations last year in its first year as a LEAF Fund.
- It was also announced that we will begin using an online giving function of PayPal (Virtual Terminal) as soon as enough donors are interested in making their contributions via credit card on a monthly basis. Currently, it doesn't pay for LEAF to absorb the cost of this service.

Hentges reviewed the matter of liability insurance. He shared information received from Steve Joul at the Community Foundation. The Executive Committee agreed that LEAF does need liability insurance, especially considering the expansion of events and related fundraising activities. Bruce was authorized to move forward by gathering information. He has determined that the annual cost will be \$1200 to \$1500. Members may provide suggestions for additional quote sources. A proposal will be presented at the annual meeting.

The executive board will take on the process of completing the Accountability Standards assessment. Full Board approval will be sought at a regular meeting sometime after February – members can look forward to that. We will also undertake the process of board self-assessment later in the year. There are some excellent tools available.

Finally, Hentges presented the board with the formula for determining the amount available for funding academic grants in March. Jacobson offered and Pehler seconded a motion to use an adjusted amount when all final December funds are accounted for (now: $\$68,976.81 - \$6,000 = 62,976.81 \times .05 = \$3,148.84 + \$6,000 = \underline{\$9,148}$) including a 10% contingency set-aside. The motion passed unanimously.

Executive Session

Pehler moved and DeLand seconded the executive session, for which the Executive Director was excused. The motion passed unanimously.

Carriar adjourned the executive session.

(Minutes for the executive session may be made available if requested.)

Pehler moved and Lietha seconded confirmation of the Executive Director assessment and performance bonus in the amount of \$2200. The motion passed unanimously.

Carriar adjourned the meeting at 6:06

Respectfully submitted,

Pat Krueger

Secretary