

L.E.A.F Board of Directors
Minutes of the Meeting
Monday, Sept 17, 2011

The meeting was called to order by Vice-President Barclay Carriar 4:50pm.

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

Guests: Lisa Otte, Mary Rasmussen – representing a group from Sauk Center, MN where they are hoping to form a similar education foundation.

Agenda

Announcements were added to the top of the agenda.

Executive Director Hentges reviewed the contents of Learning Renaissance academic fundraiser packets that were provided for each member, an invitation list for the fundraiser, board member website profiles to update, and a thank-you note from Tech Football.

Hentges also called attention to the fact that \$40 of the \$60 fundraiser tickets are considered deductible, a fact that can be shared as members sell tickets.

Consent Agenda:

- Approval of minutes of August 15, 2011 Board meeting (Attached)
- Approval of bill payments for August
- Fundraising Report for August/compared to August 2010 (Attached)
- **Action Requested:** Approval of Consent Agenda

Pehler and DeLand seconded approval of the consent agenda. The motion passed unanimously.

Discussion/action items

1. Treasurer's Report

Lietha reviewed the report as posted to members.

Funds continue to look healthy. Ticket revenue breakdown was reviewed.

Lietha noted that the original loan from the school district is now down from \$100,000 to just over \$4000. It will soon be completely paid off.

The budget was reviewed with the following notations:

- Public support was \$45,000 – higher than projected last year, and expenses were lower.
- Investments did well – also coming in ahead of forecasts.

Pehler moved and Voss seconded acceptance of the report as presented. The motion passed unanimously.

2. Form 990 Review

Lietha provided a more comprehensive review and explanation of the IRS form 990 for board members. He explained that just over 80% of the revenue goes to support the mission, leaving less than 20% devoted to overhead or administration costs. This

is excellent, as the average is 70% - 30% for most non-profit organizations. Lietha reminded board members that this is public information that is posted and available online at GuideStar, and will also be published on the LEAF website. No action was required. The filing has been previously approved.

3. Grant Formula

Mark Sakry moved and Pat Welter seconded approval of the formula to set the amount to be granted in the fall 2011 granting round. Hentges reviewed the numbers that, to date, indicate a total of \$30,286 is available for activity fund grants this year. Following the current formula that will allow for \$18,172 for fall and \$12, 114 for spring. Lietha pointed out that there is a slight difference between the numbers used and his latest report, but that is the result of the daily fluctuations in the investment account with the Community Foundation.

Board members were reminded that the academic fund remains on a spring only granting cycle.

There were no further questions and the motion passed unanimously.

4. Director Emeriti proposal

A copy of a proposal to establish a formal affiliation for past members of the LEAF t board of directors has been distributed. Board members received an outline of the purpose and benefits as part of their agenda materials. Typically this kind of an affiliation can provide the organization with more on-going support and assistance. Jacobson offered a motion to proceed with a plan and prepare bylaw language for board consideration. Provinzino seconded the motion and it passed unanimously.

5. Committee Reports

Adopt-A-Classroom

Debbie Erickson reported on donations to date reaching \$8000, and noted the excellent media support. So far, all businesses that have responded to the solicitations are new donors, so a goal to broaden support is being met.

Academic Fundraiser – Learning Renaissance

Hentges provided an update on behalf of the committee. The owner of the Café Renaissance has been an excellent partner, and the facility and its reputation for fine food should help to promote the event.

Board members are asked to send out personalized invitations (available in the packets distributed at the beginning of the meeting) and to sell at least six tickets. If they are unable to sell the tickets in the packets, they should be returned to ED Hentges. The goal for the event is to raise \$16,000. That will include up to 200 attendees and sponsorships, which are currently close to \$7000. It is hoped that sponsorships will fully cover the costs.

In addition to wine, more than 25 artist painted tables will be available for auction, plus 50 signed books and three original framed pieces donate by artist Bela Petheo. Tables are on display around the community and can also be viewed on the LEAF Facebook page. Members on Facebook are encouraged to share the photos with all of their “friends”

A trivia contest will be used for an icebreaker as guests arrive, with all those

submitted completed game cards entered into a drawing for a Kindle. Board members may be asked to help with details and logistics during the event.

6. Executive Director's Report

Hentges reported that the plans for the strategic planning retreat are moving along according to the wished of the board. Two bids from possible facilitators are being sought with a March date as a target.

The nominating committee will be meeting soon to consider replacements for departing board members and an officers' slate. Chair Ken Voss added that a significant number of members are ending terms. There are a total of seven, including several who will end a second consecutive term and therefore will not be eligible for reappointment. Voss asked members to send him suggestions of names to be added to the prospective board member list.

Hentges then asked the board to act on the return of funds to the Tech activities budget resulting from the annual golf tournament. Approximately \$18,000 was raised, with a net profit of \$11,077. Standard operation procedure requires that a portion be returned to Tech High School as a grant. Pehler moved and Lietha seconded approval of a \$4000 allocation to Tech.

The motion passed unanimously.

Hentges then introduced a contingency request from the Apollo High School Yearbook for assistance in sending students to a Journalism conference in Minneapolis. The fact that it is being held in Minnesota enables participation in something that is usually not considered. The request is in the contingency category because of the dates - waiting until the regular granting round would be too late. Pat Welter moved and Provinzino seconded approval of the request in the amount of \$500.

The motion passed unanimously.

Executive Session

Pehler offered and Sakry seconded a motion to move into executive session. ED Hentges and the guests were excused from this portion of the meeting. The motion passed unanimously.

One item was presented for consideration, the annual review of the Executive Director and recommendation for compensation.

Following a short discussion, Sakry moved and Pat Welter seconded approval of the executive committee recommendation to offer Hentges a full \$3000 performance award.

The motion passed unanimously.

Recommendations for ED goals for the upcoming year were also accepted by consensus.

Carriar adjourned the meeting at 6:10

Respectfully submitted,
Pat Krueger
Secretary