

L.E.A.F Board of Directors
Minutes of the Meeting
November 16, 2009

Johnson, Carriar, Kruchten, Anderson & Associates Conference Room

Members present: Barclay Carriar, Tami DeLand, Joann Dorsher, David Eickhoff, Debbie Erickson, Don Farleo, Rolf Jacobson, Pat Krueger, Chris McElroy, im Pehler, Mark Sakry Andrea Swanberg, Joan Vincent, Ken Voss, Bruce Watkins, Don Watkins, John Weitz, Pat Welter, Bruce Hentges, Phil Welter
Guest: Bob Feigh, Chair of the Allocations Committee

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

Consent Agenda

1. Approval of minutes from October Meeting
2. Approval of July Treasurer's Report (Craig Lietha)
 - **Action:** Approval of Treasurer's report
 - **Action:** Approval of bill payments
4. Executive Director Monthly Activities Report (see second page of this agenda)

Ken Voss requested that the Treasurer's Report be removed from the consent agenda. Pehler moved and Sakry seconded approval the consent agenda as amended. The motion passed unanimously.

Agenda items

1. **Treasurer's Report.** Voss moved and Swanberg seconded acceptance of the report. In the absence of Craig Lietha, Bruce Hentges addressed a question from Ken Voss regarding the time period covered in the reported total amount of grants distributed. Because no one present was able to confidently answer the question, Pehler moved to table the motion until the December meeting.

2. **Allocations Committee Recommendation**

Fall granting round

Allocations Chair Bob Feigh presented the committee recommendations for the fall granting round distribution. Because LEAF is not yet funding in the educational enrichment area, the grants were all made from the exiting activities fund. Committee member Ken Voss provided an explanation for requests that were unfunded, explaining that they did not meet the guidelines prohibiting funding of projects or items that are considered curricular or facilities. Members were reminded that LEAF would fund requests for equipment, but not facilities additions or improvements. Another key consideration is whether or not an activity can be performed without the requested item. Swanberg shared a question from staff colleagues (applicants) about how partial

funding amounts are decided. Feigh provided a general explanation of the prioritizing system and considerations such as cost breakdown, additional revenue sources and fund raising efforts. He added that there is a definite bias toward those who do fundraising in addition to requesting LEAF support.

Swanberg apprised the board of some concerns from coaches and advisors, including those who ask if their efforts to assist with LEAF fundraising are considered. She also stressed that most recipients express a great deal of appreciation for LEAF and its support.

Committee member Rolf Jacobson added that there are concerns about perennial requests, and the fact that some projects may be becoming dependent upon LEAF for existence while continuing to take a large chunk of available funds each round.

The board was assured that the committee also tries to give most applicants something toward the accomplishment of their goals.

Don Watson introduced and Pat Welter seconded a motion to approve the report as presented. The motion passed unanimously.

Contingency Grant request

Hentges presented a request from a group at Tech High School that has been invited to participate the national We the People program. The invitation arrived too late to be considered as a regular fall request. Mark Sakry moved and Joan Vincent seconded approval of *up to \$500* for the invitational. (The group is also seeking additional support from other local organizations.) The motion passed unanimously.

3. Strategic Plan

Bruce Hentges provided members with handouts reviewing the work accomplished at the planning retreat on October 19. Included were recommendations from the executive committee assigning action steps to various committees. Committees will develop plans that will eventually be submitted for approval by the board. At that point the committees will coordinate shared efforts. These will set the direction for organization efforts and resources.

The board was also asked to approve a final version of the vision and mission statements. Several members suggested that both might better reflect the outcome of the October meeting's efforts with a bit of *wordsmithing*. Specifically:

- The mission statement should be refined in order to create a more concise and efficient description of LEAF, eliminating some of the bulleted definers and creating an effective elevator speech.
- The vision statement, as presented, seemed to lack something of the spirit of the conversation that sought to combine two very similar statements originally considered. Incorporation of the continued commitment to activities should be added.

An ad-hoc committee was established to refine the statements and return to the December or January meeting with versions that may be approved by the full board. Volunteers are: Don Farleo, Tami DeLand, Joan Vincent and Pat Welter. The group will be convened by Bruce Hentges.

4. Committee Reports

PR

Pat Krueger reported that the PR committee has already begun creating and refining an annual plan/timeline for improving LEAF visibility. She also shared that they have just about completed the first annual report since 2004. She thanked Debbie Erickson, Don Farleo and Bruce Hentges for excellent and speedy work on the project. The program for the upcoming awards and appreciation event is also close to completion. The committee will be coordinating with the NOTS PR committee, and generally remains very active with a full schedule. Work is interesting, and additional members are welcome.

Nominations Committee

Chair Ken Voss reported that the committee is charged with selecting a slate of new and/or renewing board members, and a slate of officers for the coming year. Because a number of new members have recently been added as part of the organization expansion, and only one member is retiring, it is being recommended that the committee refrain from nominating more new board members at this time. (Anyone who wished to suggest a member can, however, pass that along to the committee.) With this in mind, the nominations committee will present a suggested slate of officers at the January meeting. The board was reminded that President Barclay Carrier will start his second year of a two year term, so only Vice-President, Secretary and Treasurer positions need to be filled.

5. Executive Director Report

Hentges provided a printed copy of his report, calling attention to several items:

- The awards event invitations have been mailed. Members should have received their copy with information about this year's honorees. He reported that the Apollo Theatre Department will be presenting the possibly controversial *Urine Town*, but that reviews of the play itself are excellent and the actual event should go very well. (In light of this it was suggested that St. Cloud Adult & Pediatric urology might be approached for event sponsorship. – *Thank you Debbie* ☺)
- Planning for the Night of the Stars is under way. A significant change affects the auction. There will not be a silent auction at the event. However, there will be an online auction (from February 5 – 21) that will receive greater promotional attention. Board members are asked to help secure items for the auction. Everyone should work to come up with one item. In addition, board members are asked to review the list of businesses receiving the sponsorship letter. Members may be able to assist by making personal contacts and/or to add possible sponsors to the list. Please coordinate all potential contacts with Bruce Hentges to avoid duplicating efforts. Bruce will email information about sponsorship categories/levels to all members.
- The NOTS committee has decided that without the live auction at the Paramount event, a student art exhibit and sale will be organized. Art teachers have been contacted and details are being worked out. Under consideration is splitting proceeds 50/50 with the young artists, and returning the LEAF share to the

programs.

- The on-going annual fund campaign progress report was shared. Looking at the year to date, LEAF is doing well – ahead of most years, with the only exception being the Fifteen Year campaign effort in 2008. Follow-up will be done with those who have not followed through on pledges. Bruce and Don Watkins will handle some contacts.
- Hentges also called attention to two new partnerships with area business: R J's American Grill and Hank Hauser.

Carriar adjourned the meeting at 6:03

Respectfully submitted,
Pat Krueger
Secretary