

L.E.A.F Board of Directors  
Minutes of the Meeting  
February 15, 2010  
KDV Conference Room

Members present: Barclay Carriar, Tami DeLand, Joann Dorsher, David Eickhoff, Debbie Erickson, Don Farleo, Gayla Holmgren-Hoeller, Rolf Jacobson, Lori Johnson, Pat Krueger, Craig Lietha, John Oxton, Jim Pehler, Jill Johnson, Joan Vincent, Bruce Watkins, Pat Welter, Bruce Hentges

The meeting was called to order by President Barclay Carriar at 5:02pm.

**Agenda**

The Consent agenda was amended, excluding the Treasurer's report. Adjustments will be made and a written report will be sent to members at a later date.

**Consent Agenda**

1. Approval of minutes of January 18, 2010 Board meeting
2. Approval of bill payments
3. Executive Director's Activity Report (included below)
4. Ongoing Campaign and Endowment Report (attached)

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

**Discussion/action items**

**1. Handbook Updates**

Hentges provided the members with printed updates for the handbooks, and explained changes. He called attention to committee changes: Grant Writing has been added and the Fifteen Year Campaign Committee, having completed their mission, is dissolved.

**2. Possible Donors**

A *confidential* list of possible LEAF supporters was presented to the Board. This list has been put together by the Development Committee and is being shared for feedback and thoughts from those who may know and be willing to contact potential donors. Members are invited to share additional names, and several people stressed that this list is confidential and should not be shared beyond the official meetings of the board and committee.

### **3. NOTS**

Hentges presented a preliminary report on the Night of the Stars event. The Saturday night performance was nearly sold out and received excellent reviews from audience members. Pehler offered and DeLand seconded a motion to send special *Thanks*, and gift certificates, to director Denny Smith and others whose continued commitment, talent and energy have made to program so successful. The motion passed unanimously.

The online auction is still underway – ending Sunday, February 21.

### **4. Board Governance Training Report**

Barclay Carriar and Bruce Hentges are attending session offered through the Central Minnesota Community Foundation and Bremer. Carriar reported that the first session was a helpful review of basics and confirmed that the LEAF Board seems to be attending to most matters well. They will continue to share what they are learning in these sessions.

### **5. Committee Reports**

#### **PR**

Pat Krueger offered a review of the committee's progress:

Quarterly Newsletter

Members will be gathering information from grant recipients to facilitate success stories. The grant report form has been modified to facilitate this process.

How to support LEAF brochure

The Planned Giving Flyer has evolved into a more broad-based piece that will address the various ways people can support LEAF.

The committee is considering an essay contest that might also result in some good PR information as well as an opportunity for some press coverage.

A LEAF Facebook page is in the works. Board members will be notified when the opportunity to become a fan is available.

#### **Budget**

Pehler reported that the committee is looking at what is needed for current operating expenses so they can make a decision on how much can be invested.

#### **Development Committee**

The committee will be reviewing donor management software and deciding on a purchase

### **Grant Writing**

Hentges reported that a grant will be sought to pay for the donor base management software.

### **6. Executive Director Report**

In addition to the printed overview, Hentges shared news about an effort to put together an Apollo High School alumni list similar to that kept by Tech. He has been in touch with Principal Charlie Eisenreich, and they are contacting a free company that provides this service free of charge.

### **Announcements**

Carriar announced that his administrative Assistant, Carol Gruba, has agreed to serve as the LEAF clerical assistant. Her interest and previous service to LEAF committees demonstrate both ability and interest that will benefit the organization. Hentges shared a supportive poster that was made by NOTS participants – a great way to end the meeting.

Carriar adjourned the meeting at 5:37

Respectfully submitted,  
Pat Krueger  
Secretary