

L.E.A.F Board of Directors  
Minutes of the Meeting  
September 20, 2010  
KDV Conference Room

Members present: Barclay Carriar, Tami DeLand, Joanne Dorsher, Debbie Erickson, Rolf Jacobson, Jill Johnson, Pat Krueger, Craig Lietha, John Oxtan, Jim Pehler, Mark Sakry, Joan Vincent, Pat Welter, Bruce Hentges, Phil Welter

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

**Agenda**

Hentges requested that item 6, Grant Allocations for 2010-11 school year, be removed from the consent agenda. Pehler moved and Vincent seconded a motion to amend the agenda, moving consent agenda item 6 to discussion/action item 8. The motions passed unanimously.

**Consent Agenda**

Consent Agenda:

1. Call to Order and Additions to the agenda
2. Approval of minutes of August 16, 2010 Board meeting (attached)
3. Board of Directors Meeting Minutes for Sept. 7, 2010 (attached)
4. Approval of Treasurer's Report (To be handed out at meeting)
  - A. **Action Requested:** Approval of bill payments for June & July
5. Ongoing Campaign and Endowment Report for August(attached)
6. Academic Event News Release (attached)

Pehler moved and Vincent seconded approval of the consent agenda as amended. The motion passed unanimously.

**Discussion/action items**

**1. Treasurer's report**

- Lietha provided a printed report and a review of information. He called attention to the revised Bremer account total based on net income through August. He also spoke to the profit and loss comparisons.
- Lietha explained that the fiscal year numbers presented last month have changed primarily because of the addition of the Tech High School Athletic deposit.
- President Carriar asked about presenting the Board with information on the yearly portfolio performance. Lietha explained that we do get quarterly reports that can be shared with the Board. There will be one made available at the next regular board meeting.
- Sakry moved and Erickson seconded acceptance of the report. The motion passed unanimously.

## **2. Grant Allocations for 2010-11 school year**

- Fundraising Summary: Hentges explained that this is done monthly. The monthly amounts plus a running total are always available. The formula used to determine the amount available for the fall granting round from the activities account is based on the activity account total as of August 31. Since the Bremer account total has increased since that date, the Board should decide on which figure to use.
- Jacobson offered a motion to establish the consistent practice of using the amount in the appropriate account (activities and/or academic) as of August 31 for determining the amount available for the fall granting round. Pehler seconded the motion. It passed unanimously.
- It was noted that amounts deposited into the Bremer account will be added to the appropriate accounts eventually, so can eventually be used as per our purpose.
- It was also noted that the first round of granting for academic requests will again be in the spring and the date for determining spring amounts is December 31.

## **3. MAPS Report**

Jill Johnson moved to table the report, as the committee has not yet met to do the final accounting for the event. The motion passed.

## **4. Awards Reception**

- Hentges announced that the event is now set for November 20 at Technical High School. He reminded members that the date must be matched with school performances of the fall musical, so options are limited.
- Hentges requested that the Board consider a \$1500 grant for the Tech theater program. It has become customary to provide financial assistance to the host school to cover the cost of offering the tickets to guests, and to support the program. Grants of \$2000 have been given to Tech and Apollo in 2008 and 2009.
- Oxtton offered and Krueger seconded a motion to award the \$2000 amount again this year. Discussion focused on the need for a rationale for the annual amount as LEAF goes forward with this annual event. This should be considered and decided before the event rotates back to Tech in two years. The motion passed unanimously.

The production this year is a new play from Broadway – *Curtains*.

## **5. Academic Fundraiser**

- Hentges shared a flyer that has been distributed to students and their families.
- The first news release is going out today (September 20).

- The physical arrangements are all set, including the option of moving all activities inside if the weather is poor.
- We are still waiting to learn whether or not a Viking football player will attend – they make such decisions later rather than sooner.
- President Carriar and Bruce Watkins will serve as emcees.
- Board members were reminded that all those who are available should plan to attend and help. Volunteer assignments have been tentatively made.
- Other volunteers are available through AmeriCorps and The National Honor Society. There was some discussion of the need to make the value of the ticket as a food coupon more clear. This will be done.
- Board members were encouraged to buy tickets, and to take a number to sell.
- Please help with set-up beginning at 10:00am and closing following the event.

## 6. Committee Reports

### PR

Pat Krueger reported that the committee is busy with event promotion and two print pieces – the giving brochure and annual report. The website and newsletter are always on the agenda also.

### Grant Writing

Hentges reported for Ken Voss. There is still no word on the Bernick's Pepsi Foundation letter asking for support for the PAKRAT program. We are waiting to see if we will be going on to the next phase.

### Software

The new software is running well and Carol Gruba is making excellent progress on data entry and organization.

## 7. Executive Director Report

In addition to the written report, Hentges reviewed several items:

### Fall Kick-off

The event went well and in spite of the fact that no major sponsor was recruited, table sponsors provided most of what was needed to cover costs. (Short \$180)

### Tech Golf

Final totals are not in, but it appears that there will be a nice profit from that event.

### Fall Campaign

Letters and packets are being prepared

### Other

Gayla Holmgren has decided that she must take a demit from the Board because of the travel demands of the job she has taken.

Carriar adjourned the meeting at 5:40

Respectfully submitted,  
Pat Krueger  
Secretary