

LEAF BOARD MEETING MINUTES

MAY 16, 2011

KDV Building

Tami DeLand, note-taker for Pat Krueger

In attendance:

Ken Voss, John Oxton, Marty Heine, Bruce Hentges, Tami DeLand, Craig Lietha, Jill Johnson, Chris McElroy, Lori Johnson, Jim Pehler, Phil Welter, Debbie Erickson, Pat Welter, Chuck Provinzino, Adrece Thighman-Nabe

Called to order by Pat Krueger at 4:45pm (President and Vice President not in attendance.)

Reminder for new members to email Pat Krueger or Don Farleo Bio information and photo for website. Also, "old" board members who may not have given this info yet or need to update.

Bruce Hentges shared thank-yous from grant award recipients.

Motion by Jim Pehler to approve current and consent agendas. Seconded by Joanne Dorsher. Passed unanimously.

Treasurer's Report by Craig Lietha:

- Craig recapped Jan-March (1st quarter) which basically was NOTS activity.
 - Good start to the year. Up significantly for NOTS from last year.
 - \$34,000 public support for NOTS this year.
 - \$8,000 student grants/tickets
 - \$20,000 anonymous gift (Academics)
 - \$29,000 increase overall
 - \$26,000 increase in investments
 - Net gain = \$55,000 for the first quarter
 - Referred to Balance sheet—
 - \$94,000 academics fund
 - \$600,000 activities fund
- April Report
 - Academic and Activities grants given in April = \$21,000
 - More NOTS expenses
 - Must have workman's comp insurance
 - Negative cash out = money had to be transferred out of checking
 - Total Assets = \$706,000

Jim Pehler asked if this includes liability insurance? Answer no, this is separate. Barclay is researching and the liability insurance info is coming soon.

Bruce H. asked if everyone was comfortable with the electronic copy of the treasurer's report or should we return to Craig explaining in detail each meeting? Jim P. responded, yes, comfortable but there should be a hard copy of record with the minutes. Assent to this around the table.

Craig said he would like a copy of canceled checks from Bremer, but they apparently don't do this. Others suggested that he ask them. They probably do it for a fee. Craig agreed to do this.

Bruce Hentges introduced Carol Gruba as a guest for today's meeting and recapped that we bought, as part of our goals this year, a software system (Donation Director) to create a donor database and also help with fundraising purposes. We had a \$2,000 anonymous donor for this software. It costs \$399 maintenance. Conversion from old files a big job. Carol has been working on it.

Carol presented on the software and our progress with it.

- 2008 database on has been entered on the new software. Prior to that, hard to get at History file.
- Bruce asked us to compare it to other fundraising (non-profit) software we might know.
- 2008—put in for 15 year Anniversary Campaign donations to carry forward.
- Can set up individual accounts
 - What they contribute to
 - Letters-merge
 - Which committees
 - Solicit or Not
 - Track a giving summary
- 345 current accounts: 2009 to present
- 1145 other accounts not currently active
- Can contact individuals prior to 2009 who've not contributed and mail them
- Can do comparison reports
- Can sort by demographics—but not by alumni. Could create the field, however.
- Pat Krueger commented that it's good because we can track and focus on donors. Also, track how well our communications work. Multi-faceted. We learn more as we go.

- Pat Welter asked will the use of the software be the purview of the PR committee. Bruce H. replied Development Committee has had oversight, but it hasn't met for a while.
- Bruce H. has contacted the Community Foundation about policy for use of this data with the Board. They are checking. Best practices.

Don Farleo moved to accept Treasurer's report. Ken Voss 2nd. Passed unanimously.

Report of Activities Directors: Chris McElroy and Jill Johnson

- Good News = with \$3 million in budget cuts, this did not hit activities and coaches. However, there aren't supplies budgets. Also expected to pay transportation costs. Activities themselves must raise the funds.
- Minor maintenance needs
- Baseball bats
- Expected result = increased number of grant requests from LEAF will happen

Lori Johnson asked how much of a student's activity fees actually gets there? Chris answered all \$ goes into the district fund and then a percentage is allotted. He specified Clark Field has problems. Mische Field has leaks.

Jill Johnson added that transportation is a big need because of cuts.

Other items:

- Tennis net torn
- Swimming scoreboard not functioning properly
- Old wrestling mat that is disintegrating. Cost of \$8,000 to \$9,000

Participants are excelling, but opportunities cost \$

Lori Johnson asked how transportation is affected. Chris answered that for example, Grand Rapids now in the conference—that's an every other year trip at a great cost.

Ken Voss asked is 742 typical in kinds of expenses it covers? Jill answered she recently attended a conference where there was discussion by another school which had reduced \$300/activity. Chris answered that he knew Blaine had an equipment budget but he didn't know how much.

Ken Voss asked, "What was left to cut?" Chris answered, the programs. Jill added that participants are being asked to pay for basic needs, like play bills for drama.

Pat Welter added to the discussion that when Grant Allocation committee gets applications, it doesn't have any idea what the priorities are—highest need. Tami agreed. Is there a way to rank them?

Jim Pehler asked if district makes a distinction between maintenance vs. structure?

Chris said there is not a complete answer. We do have a deferred maintenance budget. Bruce H. said the challenge is how to get it into deferred budget as a priority. Jim P. voiced a concern of grants going to maintenance and upkeep vs. programming.

Bruce H. reminded we have decided as a Board that we could grant for equipment, just not capital projects. Pat Krueger added that we also agreed not to fund anything that was a safety issue and was therefore responsibility of the district. It's part of the "gray area."

Chris gave as an example the cost of refurbishing football helmets is \$1500/yr. Must be done.

Jill said the good news is participation is still good. Opportunities still there.

John Oxtan asked if a Booster Club earmarks funds for a certain program, does Title IX play a part. Jill said answer is Yes. Must be in compliance.

Don Farleo asked if re-clarification is needed for where District 742 is to others? Chris answered some have equipment budgets, some don't. We are probably in the middle, not worst nor best.

Bruce H asked if there others that can't play a full schedule? Chris answered Fergus Falls.

Pat Welter commented that we used to be in the lower part of the conference, and Bruce H answered yes, and we are still in the lower bottom for funds. Joanne added that some of this info is available on websites.

John Oxtan asked if there are fundraiser efforts like NOTS for athletics? Chris answered that Apollo is talking more about it. Chuck P. commented that the Tiger cards are a great fundraiser. Bruce H. added that there is the potential for any sport to do a fundraiser like a golf tourney.

Summary of Discussion:

- Allocations Committee can talk about ranking priority by the Activities Directors, Principals

Joanne Dorsher asked how much weight would be put on that ranking.

- Look at other opportunities for continuing support for activities programming.

MAPS check presented to LEAF by Jill: \$6,342.86. Activities Apollo and Tech. Bruce H gave history of MAPS fundraising. Request for this entire amount to be given back to the schools. (Tech and Apollo.)

Pat Welter so moved and Marty Heine 2nd.

Jim P asked if we don't keep a "handling fee" on others transactions. Answer was no policy on this. Individual donations like a softball machine, for example, the answer is yes. In the past couple of years, we have given the entire amount back.

Motion passed unanimously.

Adopt a Classroom Report from Debbie Erickson:

Granite City Days Parade—looking for walkers. Asking for an increase in budget to given handouts (like pencils) at the event. Cost of \$500.

Jim Pehler so moved to do so, and Debbie Erickson 2nd.

Bruce H mentioned that there is a potential of \$5,000 being raised already.

Motion carried unanimously.

Academic Fundraiser Report from Bruce Hentges:

Sunday, October 16, 2011 at Café Renaissance. Pre-sale of tickets in July by Board Members. Each contact 10 people and sell 6 tickets. Tami talking with Jim at Renaissance about wine donations and menu. Pat K and Pat W are working on artists. Don on marketing.

Response from artists has been great. We need 20-25 tables by June 1 to deliver to artists. If anyone can help with that. They go on display by September 1.

June 25: Join us for Parade. Action is needed: purchase a banner for about \$200. Pat Welter moved that we approve that purchase; Craig Lietha 2nd.

Motion carried unanimously.

August Welcome Back Luncheon, August 11th. Mark Braegleman of Liberty speaking.

Contingency grants were approved by Executive Committee:

- Math Competition to Iowa for \$250
- HOSA, Health Careers Competition, qualified a team at a cost of \$7200: asked for \$500.

Jim Pehler moved to accept these grants. John Oxton 2nd. Motion carried unanimously.

Next Academic Meeting is at 7:30 AM on June 23rd at Panera.

Meeting adjourned at 6:20PM