

L.E.A.F Board of Directors
Minutes of the Meeting
Monday, August 15, 2011

The meeting was called to order by Vice-President Rolf Jacobson at 4:47 pm.
Members present: **Tami DeLand, Joanne Dorsher, Debbie Erickson, Rolf Jacobson, Pat Krueger, Jim Pehler, Ken Voss, Pat Welter, Bruce Hentges, Phil Welter**

Agenda

There were no changes to the published agenda.

Consent Agenda:

- Call to Order and Additions to the agenda
- Approval of minutes of June 21, 2011 Board meeting
- Approval of bill payments for June & July
- Fundraising Report for June & July
- Approval of Chamber Membership

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

Hentges noted, for information purposes, that the fundraising report \$5000 donated by the local Lions Club – designated to be divided between the Activities Fund and the Adopt – A-Classroom project.

Discussion/action items

1. Treasurer's Report

In Leitha's absence, Hentges called attention to the written report that was electronically distributed prior to the meeting. He offered the following:

- A negative balance that showed in the June Bremer account report has been adjusted. That account was significantly increased in July, primarily due to the proceeds from the Tech Golf Tournament.
- The Academic fund total does not currently include revenue designated for the Adopt-A-Classroom project.
- Members were reminded that a separate account for the Academic fund has not yet been established, as initially the work plan called for it to reach \$100,000 before creating that account. Also, no operating expenses are being subtracted from designated Academic Fund funding. Discussion followed related to the need to wait, and based on consensus Treasurer Lietha will be asked about potential reasons for waiting. It was noted that a separate account may make it easier to begin tracking funding more efficiently.

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

2. Form 990 Review

For this annual review, members received copies of the form as submitted. Hentges reported that some introductory information had been corrected, but no major adjustments were necessary. The only concern was expressed regarding the lack of an official Treasurer's review and comment presentation for the board. This had been scheduled, but due to an unexpected personal matter, treasurer Lietha was unable to be present. He will be asked to share information about changes and answer questions with the board at the next meeting, but because of the due date it was noted that the board approval question should move forward. Pehler moved and Voss seconded approval. The motion passed with one dissenting vote based on the lack of a Treasurer's review.

3. 2011-2012 Budget Review

Jim Pehler presented the proposed budget as prepared by the budget Committee. He made the following points:

The document reflects a conservative approach

Some increased/added expenses are reflected, as is the continued repayment of the original LEAF loan.

The plan also reflects a reduction in public support based on uncertainty regarding the economy and the discontinued MAPS event.

Hentges called attention to the last part of the document; it provides a comparative review of current income. He also noted that the budget includes consideration of the organizational move toward more duties for the clerical support staff member.

DeLand moved and Welter seconded approval of the proposed budget as presented. The motion passed unanimously.

4. Strategic Planning Retreat

Hentges provided an update of the planning for a board retreat and proposals from possible facilitators. The budget for the activity remains at \$2500. Members met with Marty Moran and a copy of his proposal was shared. Moran comes highly recommended and provided a comprehensive two-session proposal for \$3500.

Concerns expressed were:

- Can we get full participation in a two-session activity?
- The cost exceeds our budget
- Should additional proposals be considered?
- Is the timing (fall) right?
- Should we wait for new board members or work with the benefit of retiring , experienced members?
- How can we get the greatest participation?
- Is the Moran approach appropriate for our size and scope?

Comparative cost analysis indicates that this is reasonable, and a decision should be made as to the kind of facilitation and planning the LEAF board members feel is important. Discussion lead to consensus that the organization should seek a comprehensive approach to future planning, and should consider the higher cost if it seems reasonable. The timing was further reviewed with a preference for March being expressed.

Voss moved and Pehler seconded LEAF move forward to establish dates in early spring (March) and increase the budget as necessary, and with board approval. The motion passed unanimously.

5. Committee Reports

Kick-off Event

Hentges reported on the preparations for the event (scheduled for August 16 – tomorrow) indicating that there has been an excellent response. Those helping with the event should be there by 11:00am.

Adopt-A-Classroom

Hentges and Erickson reported that the program is moving forward and that funds have been raised from several service organizations.

Academic Fundraiser

Hentges announced that we will be able to sell tickets online through the Paramount Ticket Office – a definite advantage. Actual tickets and invitations are being designed.

Major sponsors are still being sought. A great number of signed books have been secured, plus several tables will be displayed in time for the upcoming Downtown Art Crawl.

6. Grant Writing

Ken Voss and Hentges reported that based on feedback from Bernick's, last year's LEAF request was a top contender and we are encouraged to submit again. It was suggested that the percent sought from Bernick's should be reduced, so the grant writing committee is revising the proposal and will resubmit seeking \$20,000 and include some additional sources of revenue. In preparation, a board motion was requested.

Erickson offered and Dorsher seconded a motion to allocate up to \$5000 of money earned through the academic fundraiser to match funds requested from Bernick's, or \$1000 for every \$5000 granted, with an alternative LEAF source being the operating budget. The motion passed unanimously.

7. Executive Director's Report

Hentges reported that the Tech Golf Tournament was successful, earning more than \$18,000. That will net about \$6500 for the LEAF endowment, and \$6000 for Tech activities.

Jacobson adjourned the meeting at 6:22

Respectfully submitted,

Pat Krueger

Secretary