

LEAF Board Meeting – 2/17/14

In Attendance: Pat Welter, Carol Gruba, Barclay Carrier, Joanne Dorsher, Tamara Jett, John Lewis, Bruce Mohs, Janet Reagan, Mike Janey, Tom Martin, Rolf Jacobson, Bruce Hentges, and Debbie Erickson

The 2014 LEAF Annual Meeting was called to order by Barclay Carrier at 4:46.

Introductions were made as new board members and guests were in attendance.

New board member Tamara Jett was recognized. Bruce Hentges relayed that Chris Scharenbroich is the other new board members, but was not able to attend the 2/17 meeting.

At the beginning of the meeting, there was not a quorum. There was a discussion about holding the board meetings on Martin Luther King Day and President's Day in the future. It was decided that the Executive Board would discuss and bring back a recommendation in March. With the addition of two more board members, we reached a quorum.

Bruce Hentges reviewed the minutes from the 2013 Annual Meeting. Pat Welter made a motion to approve minutes; Joanne Dorsher seconded. Motion passed unanimously.

Barclay Carrier introduced Carol Gruba as an independent contractor with LEAF who primarily handles our Donation Director software and assists the Executive Director with much administrative assistance.

Barclay Carrier gave an overview of the LEAF Annual Report which was presented to the school board at their January meeting.

Bruce Hentges recognized the outgoing board members: Rolf Jacobson has served on the LEAF board for 6 years; was the Vice President for 4 years and served on the budget committee. Pat Krueger is also terming out after 6 years on the board. She served as Secretary and as Chair of the PR committee; she will continue on as Chair of the PR committee. Pat was unable to attend the meeting. Bruce thanked them both for their dedicated service.

The nominations committee proposed the following Board Officers for 2014:

Barclay Carrier – President
Joanne Dorsher – Vice President
Tom Martin – Treasurer
Tami DeLand – Secretary

Bruce Mohs made a motion to approve the nominated board members. Janet Reagan seconded. Motion passed unanimously.

Janet Reagan made a motion to adjourn the annual meeting at 5:04. Joanne Dorsher seconded. Motion passed unanimously.

The February LEAF Board Meeting was called to order by Barclay Carriar at 5:05.

Bruce Hentges mentioned that we need board members to sell raffle tickets from 6:00 – 7:00 and during intermission at Night of the Stars on Friday 2/21 and Sat 2/22. Please notify Bruce if you can assist.

Janet Reagan made a motion to approve the consent agenda. John Lewis seconded. Motion passed unanimously.

Bruce Hentges presented the Board Assessment survey results. An internal review is recommended annually by the Charities Review Council. We received responses from 14/23 board members. Bruce reviewed the 6 questions that received the lowest ratings. These questions dealt with issues such as opportunities to learn about LEAF activities at board meetings, is our board actively engaged in board development processes?, board organization, and board membership diversity. Pat Welter mentioned that the Council of Nonprofits may conduct low-cost meetings for board development; Bruce Hentges will follow up. The board had some discussion on what to do with this information. It was suggested that we could use it as a base line to compare responses for next year, set a goal to get nothing less than a 4 (out of 5) next year, Bruce Mohs suggested we could substitute two monthly meetings for work sessions (early in the year and mid-year), Tamara Jett suggested that if a board member gives a score of 2 or less, we should ask for a comment to explain. There was some discussion about board retreats and Pat Welter suggested that if we have one, committee members should be invited. It was decided that the Executive Committee would discuss and bring a recommendation to the March meeting.

Bruce Hentges presented the recommendations from the Ad Hoc Events Committee. Committee consisted of Barclay Carriar, Pat Welter, Joanne Dorsher, Debbie Erickson, Tami DeLand and Bruce Hentges. The committee suggested continuing 3 LEAF events: Kick off/Welcome Luncheon in August, Learning Renaissance in November, and Night of the Stars in February. The committee suggested restructuring the Awards and Appreciation Dinner into a Celebration of Education and LEAF Report to the Community. This event would be held either at a hotel or possibly at a business. It would be from 5 – 7 on Tuesday, November 18 (which is the kick off to American Education Week). We would have food (hopefully covered by sponsors) and a cash bar. We would distribute

the annual report; use posters, banners, and table tents to tell LEAF's story and celebrate the award winners. There was some discussion about this new concept. Janet Reagan asked if adding these awards to other existing events was considered. Pat Welter explained that it was, but this concept capitalized on Barclay's idea to engage the business community. LEAF may recognize programs rather than individual teachers. Bruce Mohs suggested that we recognize administrators as well as teachers. Pat Welter suggested a leadership award? Bruce Mohs asserted that American Education Week belongs to all of us. Is this a possible slogan? This event committee will meet and bring back recommendations to the March board meeting.

Barclay called for committee reports:

PR Committee – no report

Learning Renaissance Committee – we will meet in March with Mimi Bitzan to discuss event structure

Night of the Stars Committee – Bruce Hentges reported that practices are happening now –it should be another good show! Online auction is up. Bid early and often. Shows are Feb 21 & 22 at the Paramount. Tickets can be purchased from the schools, programs or at the Paramount box office and web site.

Development Committee – The development committee had its quarterly meeting and went over LEAF financials, 990 form, year end fundraising report, etc. They discussed legacy funds, flow through funds and planned giving legacy funds. We currently have 4 program legacy funds (i.e. Tech Athletics) and 4 individual legacy funds (i.e. George and Shirley Torrey) from groups/individuals who have donated \$25,000 or more. These people can designate their 5% or it can be allocated by the allocations committee and given in their name. Bruce Hentges sees this as a good way to grow our endowment.

Bruce reported that at a webinar he participated in, they suggested every non profit have a planned giving committee which should consist of a Wills/Estates Attorney, a Financial Planner, a CPA, and an Insurance Expert. The Development Committee brainstormed some names, but if board members have other names to suggest, they should contact Bruce. We currently have 2 planned giving legacy funds.

The Development Committee (DC) also discussed consolidating our corporate sponsorships and asking sponsors to commit for 1 – 3 years for more sustainable funding. The levels would be named maple, oak, etc. and would be at \$10,000, \$5,000 and \$2500.

The Development Committee discussed the possibility of a \$200,000 fundraising goal (they will discuss this more at their April meeting). If the DC raises more

than \$25,000, they would like to establish a legacy fund that would support the annual PAKRAT stipend and replacement books. They would look to other foundations to support a \$100,000 match.

Barclay asked the DC to bring their recommendations to the board.

Joanne Dorsher asked how the Allocations Committee would administer the designated dollars from legacy funds. Bruce indicated that the Executive Director would give the guidelines to the Allocations Committee. Of the \$40,000 granted annually, about \$3500 are designated.

Bruce Hentges gave the Executive Director's report. All board members should review their roster/committee assignments online and each member needs to do the policy sign off! Barclay asked if we could review some of the policies as a board.

Bruce Hentges gave an update on 2014 grants. We granted over \$75,000 already this year and will give about \$22,000 in the spring granting round!

Pat Welter made a motion to adjourn the meeting at 6:15 pm. Tom Martin seconded it. Motion passed unanimously.

Minutes submitted respectively by Debbie Erickson.