

LEAF Board of Directors Meeting

Monday, July 21, 2014

4:45 p.m.

Location: KDV Conference Room

Consent Agenda:

- A. Approval of minutes of May 19, 2014 Board meeting
- B. Approval of Executive Committee Minutes of June 3 and July 1, 2014
- C. **Action Requested:** Approval of the Consent Agenda

**The motion to approve the consent agenda was passed unanimously.**

Financial Reporting

- A. Treasurer's Report/2<sup>nd</sup> Quarter CMCF LEAF Fund Report/Bill Payments for June/July 2014
- B. **Action Requested:** Approval of Treasurer's Report for 2<sup>nd</sup> Quarter

**Tom Martin presented the Treasurer's Report and the 2<sup>nd</sup> Quarter CMCF LEAF Fund preliminary Report. (The "official and final" copy of the quarterly report will be ready after August 1). The motion to approve was passed unanimously.**

- C. Fundraising Report for June, 2014

**Bruce presented the June Fundraising Report. The report reflects the \$29,414 Otto Bremer grant for PAKRAT program. While the total asset report is just a "snapshot" of the organization on the last day of the month, total assets on June 30 have grown nearly \$150,000 since June 30 of 2013. LEAF's total assets on June 30, 2014 were \$971,234.31**

- D. LEAF Board Retreat

- E. **Action Requested:** Approval of up to \$1,000 for September retreat (consultant/food)

**Bruce reported on the proposal for a LEAF Board Retreat from Cathy Hartl consulting. The executive committee recommends approval of up to \$1,000 for consultant costs and dinner for the retreat, which will likely be in October. The motion to approve expenditures up to \$1,000 for the LEAF Board Retreat was passed unanimously.**

Immersion Program Flow-Through Proposal

- A. Report on meeting with District Administration

- B. **Action Requested:** Approval of the Immersion Program Flow Through Fund Agreement

**Pat Welter & Bruce reported on a meeting with the District administration regarding the Immersion Program Flow Through and Legacy Fund agreement. The meeting was attended by Superintendent Jett, HR Director Bowe, Business Director Januszewski and asst. Business Director Skaalerud in addition to Pat and Bruce. The administration indicated strong support for the Immersion program and is willing to process payments for the program as funds are sent to the District from LEAF. The only concern was that the District cannot pay for "gifts" for staff and other payments not directly related to instructional services. LEAF will write checks to the Immersion Programs as 501 ( c ) (3) organizations when appropriate to cover expenses that the District is unable to address. There was a change in item #4 of the Immersion Fund Agreement to indicate that LEAF will write checks to the District whenever possible, including Amity Program expenses, and that the district will then process payments.**

**After discussion, the motion to approve the LEAF/Immersion Program Flow Through/Legacy Fund Agreement was passed unanimously, with Debbie Erickson abstaining since she is working with the Immersion Program at Clearview.**

Ad for Apollo Football and Tech/Apollo sports programs

- A. We have historically purchased ads in the \$100-\$150 range for both Apollo and Tech sports programs. These ads support the activities programs and are used to increase recognition of LEAF.
- B. **Action Requested:** Approval of program ads for 2014-15 school year.

**Bruce reported on LEAF's historical purchase of program ads in support of activities programs at Tech and Apollo. The motion to approve ad purchases of up to \$150 for the 2014-15 school year was passed unanimously.**

#### LEAF Webmaster Position

- A. Paul Shoemaker is willing to take over responsibility for LEAF webpage upkeep
- B. **Action Requested:** Approval of hiring Paul Shoemaker for \$100/month as LEAF webmaster.

**We have been looking for someone to take over our LEAF web page responsibilities. Don Farleo has done a tremendous job of setting up and updating the web page as needed; however, the responsibilities are growing and it is difficult to expect him to continue to provide these services pro bono. Paul Shoemaker, who serves as webmaster for a number of web pages has indicated a willingness to take over that responsibility for LEAF for \$100 a month, beginning September 1. Future compensation will depend on how much is expected of him over time. The motion to approve payment of \$100 for Paul's services was passed unanimously.**

#### Macy's ShopforACause Fundraiser

**Board member Janet Reagan had suggested to Bruce that LEAF try the Shop For A Cause Fundriaser with Macy's. The certificates have been ordered and can be purchased/sold by Board members for \$5. The entire purchase price stays with LEAF and the purchaser gets 25% off all purchases at Macy's on August 23 as well as can be entered in a drawing for a \$500 Macy's store shopping spree. Bruce had certificates for Board members to purchase.**

#### Committee Reports

- A. Welcome Back/Kickoff Luncheon
- B. Learning Renaissance Committee (Debbie Erickson)
- C. Planned Giving Committee

**Reports on the work of the Luncheon, Learning Renaissance and Planned Giving committees were presented.**

#### Upcoming Events

Apollo Golf Tournament: Friday, July 25, Wapicada, 1:00 p.m.

Tech Golf Tournament: Friday, August 8, Wapicada, 12:00 noon

LEAF Luncheon: Tuesday, August 12 at 11:30 a.m. – Holiday Inn

**Next LEAF monthly Board meeting: August 18, 2014**

#### LEAF Strategic Priorities

1. Develop criteria to prioritize board activities
2. Revitalize the development committee & identify priorities
3. Examine LEAF Brand identification
4. Evaluate committee composition & focus
5. Create 6-10 testimonials/success stories

#### Target Date

~~June, 2012 (completed)~~

~~July, 2012 (completed)~~

March, 2013

September, 2012

December, 2012

#### LEAF Strategic Financial Goals

1. Increase in endowed funds of \$300,000 over a 3-year period
2. Increase the community impact (grants) by 10% per year