

LEAF Board of Directors Meeting
Monday, August 20, 2018
Meeting Minutes

The meeting was called to order by President Elizabeth Reisinger at 5:00pm.

Members Present: Peggy Carlson, Dan Edelbrock, Pat Krueger, Kathy Lyerly, Jim Michaud, Elizabeth K. Reisinger, Lori Johnson, Bruce Hentges

Members present did not constitute a quorum, so the meeting proceeded in information only mode.

Agenda

Consent Agenda:

The following items are pending approval

- A. Approval of Board of Directors meeting minutes of June 4, 2018
- B. Approval of Executive Committee Minutes of August 8, 2018
- C. Approval of bill payments for June & July, 2018

Financial Reports

The financial reports were distributed and have been shared electronically.

- A. June and July Fundraising Reports
- B. Internal Financial Audit (update)
- C. 2nd Quarter CMCF LEAF Endowment Reports

There was no discussion

Approval pending

Treasurer's Report

- July Profit and Loss Statement
- July Balance Sheet

Grant allocations for 2018-19

Bruce added information regarding the current balance as it is used to determine the grant allocations.

Amounts are set by policy.

August 31, 2018 Balance: Activities Fund: \$771,342 (\$835,705- \$64,363 for reconciliation)
 Academic Fund: \$530,733
 \$1,366,437.80

Activities:

\$771,342 X .05 = \$38,567
 + \$0.00 (Unused contingency funds from 2017-18)
 \$38,567.00
 -\$2,000.00 (2018-19 contingency funds: The lesser of .10 X grants total or \$2,000)
 \$36,567.00

\$36,567.00 X .60 = \$21,940.00 Fall Cycle I Grants
 \$14,627.00 Spring Cycle II Grants
 \$36,567.00

2018-19 Academic Fund Grants amount will be determined based on December 31, 2018 balance in Academic Fund and will be awarded in March, 2018. (The academic fund is currently at \$530,733.

2018-19 Academic Fund Contingency Funds = \$256 Unused from 2017-18 (\$1,316 - \$1060)
 \$2,000 (2018-19 Contingency Funds Initial allocation)
 \$2,256
 - \$500 (WW K Special Needs Equipment)
 \$1,756 (2018-19 Net Allocation)

Approval pending

Web Page Update

Pat K reported that the updated website development is on schedule to launch in September. Edits are being made to content and forms are being adapted.

Grant Process Update

The Forms have been made more user friendly and will be available in pdf form this fall. It is hoped that the online interactive versions will be in use by spring.

Academic Fund Contingency Grant Request

A Westwood Kindergarten teacher has requested equipment/supplies for children who are not yet identified for Special Needs services. The equipment would be made available (to all students) through a lending library approach. As is the practice, the request was reviewed by the Exec committee, and \$500 was approved. This item was shared with the board as an information item – also standard practice.

Events

Update on Summer Events

- A. Morgan Family Foundation - \$10,000 for Participation Fund
Bruce reported that a request was submitted and supported by Barclay Carrier, who has shared that LEAF will be receiving this timely grant.
- B. Liberty Bank/Block Party -
- C. The proceeds from this event were again \$10,000, - that has been divided as follows:
\$3,500 Academic, \$3,500 Activities, \$3,000 Participation Fund
- D. Summer PAKRAT stats
More that 2000 children checked out books; another successful summer
- E. Apollo/Tech Golf Tournament Results
Both events were successful with comparable (to last year) proceeds.
- F. Executive Committee Presentation to District administrators

PAKRAT summer staff recognition

Because of the ongoing work of some dedicated staff, this remains a very successful and visible program for our district. The executive committee approved the purchase of \$10 Caribou coffee gift cards? Other ways to recognize the program and effort include a staff picture and social media recognition.

Activities Participation Committee Minutes

Minutes from the meeting were shared as part of the information packets. Bruce highlighted the committee discussion that emphasized the need for transportation in order to make extracurricular opportunities more available to underserved students. The major concern is sustainable capacity to fund transportation. The committee decided that by funding one semester (season) will enable some assessment of the impact of providing this service. That may lead to other resources. Getting information out to families is critical to this effort, and will be monitored.

Meeting time

There was a brief discussion of an alternate meeting time that may be more conducive to attendance. The Exec Committee will explore some options – such as noon – and poll board members.

The meeting adjourned at 5:50

Respectfully Submitted
Pat Krueger, Secretary

Next meeting: Monday, September 17

Upcoming Events

- Learning Renaissance: Sunday November 4, 5:00 at Cafe Renaissance