

## **LEAF Board of Directors Meeting**

**Monday, October 26, 2020**

**4:00 p.m. – Zoom Meeting**

### **Meeting Minutes**

The meeting was called to order by President Reisinger at 4:05.

**Members present:** Peggy Carlson, Dan Edelbrock, Cindy Harner, Lori Johnson, Pat Krueger, Sara Martini, Jim Michaud, Laura Pfannenstien, Elizabeth K. Reisinger, Chad Roggeman, Greta Stark-Kraker, Eric Vollen, Bruce Hentges

### **Good News and Thank You's**

Bruce shared good news about the status of several grants to LEAF:

- A \$2,711.99 PAKRAT grant has been awarded by the Community Foundation
- LEAF is a finalist for a grant from Bernick's for PAKCAT
- We expect to hear on another for PAKCAT grant from the Morgan Family Foundation in the near future.

Adopt A Classroom has brought in just over \$29,000 this year.

Bruce also announced that the Community Foundation will be featuring LEAF in their annual Facebook Live event. The broadcast will include comments by Bruce and images provided by PR.

### **Consent Agenda:**

- A. Approval of Board of Directors meeting minutes as posted on web page for August 2020
- B. Approval of Executive Committee Minutes of August, Sept & October 2020 -as posted online.
- C. Approval of bill payments for Sept 2020 - attached

Peggy Carlson moved, and Lori Johnson seconded approval. The motion passed unanimously.

### **Financial Reports**

Bruce reported, reviewing the information provided to members.

#### September Fundraising Report and Current Endowment

In spite of the pandemic, LEAF has been busy: \$34,000 has been raised.

LEAF has been selected by The Golden Gloves for a \$5000 donation to the Adopt A Classroom Project and the estate of George and Shirley Torrey is supporting the Activities Fund with a \$400,000 gift.

#### Treasurer's Report

##### Profit and Loss Statement

Event revenue is down due to the cancellation of the summer golf tournaments.

Overall public support is down from last year, but there is more revenue from grants and flow through. Most expenses are similar to last year, management costs are essentially the same.

Program expenses reflect differences related to the pandemic and to the fact that the LEAF contribution to the activities bus was included in last year's report.

The Homeless fund has increased revenue and expenditures.

##### Balance Sheet

The cash flow account is slightly negative. Bruce explained the accounting that includes some late revenue and uncashed checks.

It was noted that it is time for another Budget & Finance Committee meeting.

Laura Pfannenstien moved and Jim Michaud seconded approval of the Treasurer's Report. The motion passed unanimously.

### **Special Exec meeting regarding gift cards.**

Bruce and the execs explained a request from the Homeless Fund that lead to a special Exec Committee meeting. Concern was prompted by a request for a \$125 Walmart Gift Card gift card to be used by a student in need of services. Bruce explained that he had originally denied the request in light of questions about exactly how the card will be used, and how such a large amount might be accounted for.

Small, more targeted gift cards have been used for certain items that LEAF can help with more easily than other aid services, but larger amounts to large, multi-product retail stores raise concerns.

The Exec Board members considered the need for LEAF to retain the agility that enables us to address gap needs, but also for a written accounting, reasons and monitors over gift card use. Also considered was an effort to avoid creating extra steps and paperwork for staff.

The group agreed that a modification to the Homeless Expense Request to require an explanation of circumstances make use a gift card an appropriate action.

The added section, under notes will read as follows:

***If Gift Card, provide detailed reason why a gift card was necessary***

### **Spring & Fall Grant Updates**

Peggy and Bruce reviewed current status – as shared.

Grants spreadsheet – the spread sheet gives evidence of the unique situation since spring caused by the pandemic. Some grants have been awarded, but not spent, other grant checks are just now being sent. Fall grants are being awarded as decided with the current COVID practice. Money remains available for this fall round.

Recent Requests were presented to the Board for approval

Making Positive Connections During Distance Learning - \$750

Jim Michaud moved and Lori Johnson seconded approval. The motion carried.

Engaging Students in Online Learning – ELL - \$880

Some restrictions regarding equipment were included in the approval.

Chad Roggeman moved and Elizabeth Reisinger seconded approval. The motion carried.

Peggy noted that she keeps a close accounting of final reports on all grants, even in this unusual time.

### **Virtual Learning Renaissance Update**

Bruce and Elizabeth reported that so far \$39,287 has been received in donations. There has been an increase from sponsors, and costs were down, so net may be ahead of last year. A final report will provide more details. The committee was pleased by the success of the online only approach.

### **iDonate Developments**

Elizabeth reported on recent developments and evaluation. Based on the trial year we are soon ending, the iDonate model is not appropriate for an organization our size. She reminded the Board that we learned a great deal, and thanked Paul Shoemaker for his work on the website.

The Recommendation of the Executive Committee, and Board consensus is that we do not renew our contract but pursue some more appropriate and less costly options.

### **Fall Campaign**

Pat and Bruce reported that the mailer for the annual fall fund drive is at final proof stage. It will be sent to approx. 12,000 in mid-November, including our donor base, the Chamber list and a selected area demographic.

### **New/Future Board Members**

Members were reminded to make recommendations. Bruce will do follow-up contacts with those interested.

### **Upcoming Events**

Bruce has been in touch with NOTS directors, but it is doubtful that something will happen in early 2021.

### **The list of next year's meetings was shared as follows:**

February 8, 2021

Note\* there will be no annual meeting but a report to the community will be prepared and shared online.

March 22

May 17

August 16

October 25 December 13

The meeting adjourned at 5:21

**Next meeting: Monday, December 14 at 4:00 p.m.**

Respectfully Submitted  
Pat Krueger, Secretary