

LEAF Executive Board Meeting Minutes

April 6th, 2021

2:30pm Via Zoom

Members Present: Bruce Hentges, Tim Beck, Peggy Carlson, Bruce Mohs, Lori Johnson and Sara Martini

1. Meeting was called to order at 2:30 by Bruce Mohs. There were no additions to the agenda.

2. Financials: Bruce H. stated that he and Tim will be working on the Profit and Loss statement and the balance sheet for February tomorrow. Bruce H. will send them out both via email next week. The March fundraising report was presented and reviewed. It is posted on the LEAF webpage.

3. LEAF Donor Management Software: LEAF is currently using the system, Donation Director, which we have been using since 2010 and costs \$599.99 a year. The PR committee voted in favor this morning of switching to Bloomerang. Bloomerang has an annual fee of \$2,400.00 a year. The first year would cost a total of \$4,620.00 with startup costs. This includes the cost of data migration (\$1,000.00 with a 2 year commitment) and one year of unlimited phone support. The cost of the Bloomerang software would be split between the Academic and Activities Funds.

Advantages of switching to Bloomerang include:

- Bloomerang automatically updates addresses every night
- Bloomerang checks for deaths every night too
- Great online help videos
- Coaching sessions – LEAF gets to choose 3 sessions they think would be most helpful.
- Sartell Community Foundation currently uses it and highly recommends it.

Lori made a motion to enter into an agreement with Bloomerang. Peggy seconded the motion. Everyone approved. Bruce H. will email the full board tonight for approval. He will include the Bloomerang demo link in the email to the full board. The current proposal with Bloomerang is good until April 30th.

4. PAKRAT/PAKCAT: Sara is waiting to hear back from Lori Posch on whether or not the District 742 COVID Response Committee will allow the PAKRAT Summer Book Bus to run as it has in previous years. If it can't, we will probably do a book giveaway again this year. We would need to do additional fundraising in order to provide a "giveaway" program as in the summer of 2020.

Sartell is requesting to use our PAKRAT bus for the summer. Bruce H. spoke to them earlier, but hasn't received a formal proposal from them. He will contact them for more information. Bruce H. thinks it would be nice to partner with other school districts and perhaps make it easier to secure grants for the Program. We would need Sartell's proposal before May 1 as planning for this summer, pending the approval of District 742 will start very soon. The logistics would need to be worked out including scheduling for using the bus since it would be very difficult to move the books off and on. Sara mentioned that it would be easier to share the

books. Starting to look for grants soon would give us adequate time to plan for the summer of 2022.

5. LEAF meeting dates- monthly or semi-monthly: Bruce H. would like the full LEAF board to meet monthly again instead of semi-monthly. Peggy mentioned that we had changed to semi-monthly because there were a few meetings where it was challenging to have a quorum. It was decided to continue holding meetings on a semi-monthly basis for now and revisit if needed.

6. LEAF Committee Membership: Bruce H. has only heard back from a few board members regarding their interest in joining committees. We may have to contact board members and ask them to be on specific committees. Bruce will set a date for the first meeting of the Learning Renaissance committee later this month.

7. Policy Review: Chad R., Tim B., Bruce H, and Bruce M. are the board members who stated they were interested in being part of the policy review committee. It would be nice to have a few more members on the committee. Tim asked in the committee could wait until later in May or early June to start meeting. Bruce M. will send out some possible dates for the first meeting. Bruce H. has only received 8 conflict of interest forms back so far.

8. Strategic Plan Review: LEAF has not done a strategic plan review since 2012. It was decided that this item will be kept on the agenda because it is something the executive board feels should be done in later 2021 or 2022. Tim suggested that a principal from CLA could come in and talk to us about it. Things to consider:

- Succession planning for when Bruce decides to retire or step down
- LEAF hiring employees?
- Adding student support to our mission statement
- Moving towards more legacy giving as part of our strategic plan

No action was taken at this time, but we will keep it on the agenda to discuss again in the future.

9. 2020/21 Grant Updates: Peggy stated that LEAF has \$1,995.00 remaining for grants before a \$330.00 contingency grant is given to the Tech girls softball team. Bruce H. will write the check tomorrow for the purchase of 6 new helmets to comply with the new COVID rules of each girl having their own helmet.

The fall 2021-22 grant cycle will open on May 1st and close on Sept. 30th. Fall grants will be voted on at the October board meeting. Peggy will have the dates for the spring grant cycle ready by our next meeting. She also stated that more contingency grants may come up as spring sports are starting next Monday.

10. Events:

Apollo Golf Scramble: August 6th

Tech Gold Scramble: August 13th

The executive board agreed to continue giving the LEAF incentive grant for the Apollo golf tournament and the LEAF hole sponsorship for both the Apollo and Tech golf scramble.

11. Peggy made a motion to adjourn the meeting. Lori seconded the motion.

Next LEAF Executive Board Meeting: Tuesday, May 4th at 2:30pm Via Zoon.

Meeting minutes submitted by Sara Martini