

Ex Board Meeting Minutes

July 12, 2022, at 9:00 a.m.

Members in attendance: Bruce H, Sean Reagan, Lori J., Sara M., Peggy C., Tim B.

1. Call to Order and Review of Executive Committee Meeting Minutes of June 15, 2022

The meeting was called to order by Peggy at 9:07am.

2. Additions to Agenda from Executive Committee members

Bruce H. had two additions to the meeting.

1. Naming the Music Matters Fund
2. Preschool program discussion

3. Financials

- Fundraising Report for month of June 2022. (Bruce Hentges)
- June Profit & Loss Statement & Balance Sheet (Tim Beck or Bruce Hentges)

Bruce and Tim will send out the financials when they are finished with them. Bruce sent out the fundraising report by email. We might need to be additionally thoughtful about how we spend our money this year because of the financial markets. LEAF has lost approximately \$300,000.00 this year so far because of the markets.

4. Music Matters Fund

- \$78,390.21 Gift
- \$25,100 Al Dahlgren/Once Upon a Child Music Matters Fund
- Committee: Karen Kruse, Victoria Hedtke, Jessica Scherer, Gary Zwack, Peggy Carlson, Bruce Mohs, Adam Theisen, Bruce Hentges

LEAF received the money for this fund. Al Dahlgren has been donating \$1,000.00 to LEAF regularly and has reached the \$25,000.00 mark to become a legacy fund. He chose the Music Matters Fund. His legacy fund will be named the Al Dahlgren/Once Upon a Child Music Matters fund. This will be awarded for the first time this school year, but the rest of the Music Matters fund grants will begin next year. Peggy will create a new grant form for this grant, and it will be granted at a separate time than the rest of the fall grants. Chad Roggeman and Al Dahlgren will be added to the above committee list. Bruce will contact the possible committee members listed above and set up for meeting for the beginning of the school year. The committee will discuss possible recommendations for naming of the fund.

5. United Way

- PAKRAT/PAKCAT Grant: \$15,000
 - \$1,250/month beginning in July
- 21st Century Grant: \$15,000
 - \$5,000/month in June, July & August

Quick update. We were awarded the grant but haven't received the funds yet. Sara has been purchasing books for the PAKRAT bus and the PAKRAT school year program.

6. IRS Form 990 Study – Sean Reagan

- Purpose/strategies
- Initial Findings

Sean presented the research that he has been doing this summer. He is using the program, GuideStar, which shares the IRS 990 forms to compare LEAF with other nonprofits. He is looking at the total revenue, program expenses, salaries, and net assets of other organizations to compare with LEAF's. He showed us a comparison with Seven Dreams which is an education foundation from Robbinsdale. There are 44 education foundations in Minnesota. Tim will give Sean some guidance on information to add. Sean's data will be helpful with our strategic planning.

7. Strategic Plan developments

- Meeting of June 29
- Jon Ruis Proposal - \$6,500

The executive committee met with Jon on June 29th. The feeling of the committee is that we move forward with Jon. Jon is available later in the summer. Tim made a motion to approve Jon Ruis' proposal. Lori seconded the motion. Everyone voted in favor.

8. Learning Renaissance

- Auctioneer – Bill Mohs
- Live Auction
- Wine Pull vs. Whiskey Tasting

Bruce M. will set up a meeting. We have approval for the fire truck ride again this year. Lori and Bruce H. will be sending out the pace setter letters soon.

9. John Bowden Contingency Grant Request

- Has most of \$3,500 needed from CMAB grant
- \$668 for Talahi Artist in Residence – fall painting – 100+ students

Peggy made a motion that we give John \$500.00 for the Talahi Artist in Residence grant. Tim seconded the motion. Everyone voted in favor. Peggy will take the \$500.00 out of our remaining contingency fund from last year if we have any remaining. Peggy will check on this.

10. June 30 Status of:

Here are the balance amount for our LEAF unrestricted, restricted and flow-through funds as of June 30, 2022.

• <u>Unrestricted Legacy Funds</u>	
○ Barclay & Janet Carrier	\$41,410.70
○ Michael Faber Family	\$65,000
○ Retired Educators	\$79,237
○ George & Shirley Torrey	<u>\$504,601.54</u>
	\$690,249.24
• <u>Restricted Legacy Funds</u>	
○ Apollo Activities	\$36,271.85
○ Hans Bodvarsson Scholarship	\$25,330
○ Immersion Program – Chinese/Spanish	\$153,708.01
○ Mary & Edmund Schnettler	\$60,599
○ Music Matters	\$78,390
○ Peggy Carlson & Chuck Nielsen	\$25,000
○ Phillip Schmitz	\$100,000
○ South Jr. High Activities	\$26,500
○ Tech Athletics	\$105,001.43
○ Tech Football	<u>\$36,748.50</u>
	\$647,548.79
• <u>Ongoing Flow-Through Funds</u>	
○ Activities Participation	\$1,758.51
○ Adopt A Classroom	\$750
○ Homeless Student Services	\$38,529.03
○ PAKCAT	\$14,808.67 (Plus \$15,000)
○ PAKRAT	\$7,364.69 (Plus \$15,000)
○ Schnettler Fund – Program	\$2,000
○ School Lunch	<u>\$2,620.75</u>
	\$67,831.65

11. LEAF Summer Newsletter

The LEAF PR committee is meeting tomorrow to finalize the summer newsletter.

12. Tami DeLand: Teacher Welcome Back on Tuesday, August 30.

- Four, \$250 Adopt A Classroom Giveaways
- 75 LEAF Pencils
- LEAF Banner/Large Check

The executive committee wants to stay with the three bulleted items above for the teacher welcome back event at this time.

Bruce received a letter from the Rotary about the preschool program. It was asking for us to consider sponsoring a child with a \$500.00 scholarship. Bruce thinks he will be getting a call about whether LEAF is willing to keep supporting this program like we did last year with a \$10,000.00 donation. The feeling of the executive committee is that we will not be able to support this program again this year with the way that the markets currently are.

13. Grants Committee (Peggy)

Peggy has four grant applications submitted right now.

14. Tech scoreboard advertising??

Bruce H. is still working on this.

15. Principles & Practices for Nonprofit Excellence (Bruce Hentges/Executive Committee)

- Review of October discussion/survey on “Governance”
- Tim will take #2 & #3
 - 1) ~~Governance (Bruce)~~
 - 2) ~~Transparency & Accountability (Tim)~~
 - 3) ~~Financial Management (Tim)~~
 - 4) ~~Fundraising (Bruce)~~
 - 5) ~~Evaluation (Bruce)~~
 - 6) ~~Planning~~ **Strategic Planning Process**
 - 7) Civic Engagement and Public Policy (Peggy)
 - 8) Strategic Alliances (Bruce Mohs)
 - 9) Human Resources
 - 10) Volunteer Management
 - 11) Leadership and Organizational Culture (Peggy)

This is on hold because we will be starting our strategic planning process soon.

16. Future Events Committee (Bruce Hentges)

- After Strategic Plan?

17. 2022 Executive Committee and Board of Directors Meeting Dates

Executive Committee

August 9

September 6

October 4

November 1

Board of Director

August 15

October 24

December 6

December 19

Meeting was adjourned at 10:15am.

Next Executive Committee Meeting: **August 9th at 9:00am**