

Ex Board Topics:

January 3, 2023, at 2:30 p.m.

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

1. Call to Order and Review of Executive Committee Meeting Minutes of November 29, 2022 (Bruce Mohs)
Bruce M. called the meeting to order at 2:34pm.

2. Additions to Agenda from Executive Committee members
There were no additions to the agenda.

3. New Membership Positions

- Closer Read of By-Laws indicates we can move forward now.

Bruce H. shared our by-laws on screen. The board of directors accepted the two new positions. Bruce H. will find the section of the by-laws that allows us to add these two new positions without adding position descriptions to the by-laws.

4. Financials

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

Bruce H. and Tim are meeting next week to complete the financials for December. December was a great month in terms of donations for LEAF. An additional \$2,200.00 came in right at the end of the year and hasn't been added to the fundraising summary yet. We had a total of \$450,000.00 in donations for the year of 2022.

Bruce H. needs to add the Tech athletics fund money to the fundraising summary.

Bruce H. updated that we signed an agreement with KDV to go over our financials. Peggy sent the 2022 grant document back to Bruce H. with a few notes and changes.

Bruce H. suggested that we move to a fiscal year grant schedule instead of a school year cycle to make it easier to complete the financials.

Peggy made a motion that we will change our funding procedure based on the endowed funds available on Dec. 31st instead of June 30th for the granting cycle to reflect our fiscal cycle. Lori seconded it. Everyone voted in favor.

5. Annual Report

- Update on layout and year-end financials
- Input requested

Bruce shared the document for our annual report. It's almost ready to go for printing. Adopt a Classroom will be highlighted because it was so successful this year. Major donors will be featured on page 5. Peggy suggested that we add, "Keep LEAF in mind when you are estate planning" in a prominent place in the report. Lori suggested putting it on the back page. Bruce shared the In Memory page for donors who passed away this year. He also added a page with everyone who has volunteered with LEAF. This is a new section this year. Peggy suggested that we change the title of the "LEAF Supports Homeless Youth In District 742" to "LEAF Supports Youth Experiencing Homelessness in District 742." Bruce will move the part about students experiencing homelessness to after the section on PAKRAT. He will also add that we held a campaign to support our homeless fund and raised over \$50,000.00. We all agreed that the report should be organized so that all the information on donations was together and all of the information on people was all together. Tim will add our statement of financial position when we get the report from the Community Foundation. Bruce will submit it for printing in the next day or two.

6. Strategic Plan Priorities – Next Steps???

- Raise \$500,000 annually
- Increase Donor Base to 500 annually
- Increase Legacy Funds
- Increase the number of kids impacted
- Develop Operationally

Bruce wants to keep this on the agenda each month for us to discuss. We will discuss more at our February meeting.

7. LEAF Events Committee?

- What events do we want to continue? Add?

This is part of the strategic plan. We will discuss more at our February meeting.

8. Night of the Stars 2023

- Auditions
- Online Ticket Sales
- Marketing (Lamar, Townsquare, Palmer)
- Auditorium concerns
- Mark Bragelman: LEAF 742 Distinguished Alumni Award

Auditions are tomorrow and Thursday night. The district ticketing program will not work, but Paul Shoemaker, our website manager, found a different program that will work for ticketing. We will have digital billboards to promote Night of the Stars. We have hired people to MC, direct, and work on sound for the show.

9. Grants Committee (Peggy)

- Updates

Peggy stated that we have nothing to discuss on grants at this time.

10. New Board Members -

- a. Bob Mohs
- b. Mark Thelen

Bruce will confirm with Bob and Mark.

11. Annual Meeting?

- **Feb 13th** (Change of Date) at the Country Club

The executive committee agreed on the following awards to be given at the Annual Meeting:

- Award Winners
 - Phil Welter Award for Volunteer Service
 - Laura Pfannenstien and Shelley Rolfes
 - George & Shirley Torrey Award for Charitable Giving
 - Business/organization: Golden Gloves and John McDowall Company
 - Individuals: John Schnettler and his wife (The Schnettler family) and Sue Sheppard and Don Helgeson
 - Instructional Excellence Award
 - Ryan Cox
 - Coaching/Advising Excellence Award
 - Mike Trewick (Nominated by Alex Badger)
 - Jeff Wucherer (Nominated by Megan Chatterton)
 - Lifetime Service Award
 - Peggy Carlson (chosen by secret vote of executive committee) !

12. Tech scoreboard advertising??

- Free with Program Ad for Football?
- This item stays on our agenda for future consideration

13. 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)

14. **2023** Executive Committee and Board of Directors Meeting Date

<u>Executive Committee</u>	<u>Board of Directors</u>
February 7	February 13 Annual Meeting
March 7	March 20
April 4	
May 2	May 15
June 6	
July 11	
August 1	August 21
September 5	
October 3	October 30????
November 7	
December 5	December 18

15. Next Executive Committee Meeting: **February 7, 2023 at 2:30**

A motion was made at 4:10 to adjourn the meeting by Bruce M. Tim B. seconded it. Everyone voted in favor.