

LEAF Exec Committee Notes

March 2, 2021

11:00 a.m. Via Zoom

The meeting was called to order by Bruce Hentges at 11:03.

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

Financials

- Fundraising report for the month of February 2021 – Bruce H. added \$8,510.00 from The Night of the Star donations to the financial report. Bruce will contact the sponsors this week and ask them if they are willing to donate their sponsorship of the Night of the Starts to the activities fund. If not, LEAF will refund their donation.
- February Profit & Loss Statement & Balance Sheet – Bruce H. and Tim will set up a time to complete this soon. Bruce would like to get the budget and finance committee together before the March 22nd board meeting.
- Reconciliation Report for July 1 – Dec. 31, 2020 – This report will go through the budget and finance committee for approval before going to the full board on March 22nd. LEAF had a net revenue of \$421,846.12 from 7/1/2020 to 12/31/2020.

Annual Meeting Review

- Bruce H. delivered the awards to the district winners through innerschool mail.
- Bruce M. will help to deliver the glasses to the other precipitants.
- Everything ran very smoothly with the Zoom annual meeting. The only problem was before the meeting with the email containing the Zoom link going to junk mail for some people.
- The annual meeting was recorded and will be added to the LEAF website soon.

LEAF Committee Membership

- Bruce will send the document with committee assignments to all board members to check to see if they are on the right committees and if they are interested in joining others.
- Bruce Mohs will join the nominees committee
- Event committee: We need membership on the Learning Renaissance committee. Bruce H. is going to check to see if Elizabeth R. is still willing to chair the Learning Renaissance committee.

Policy Review

- We will set up a committee to review our LEAF policies. This committee will update the policies and bring them back to the full board.
- Tim said we should be reviewing our policies once a year or every other year at the minimum.
- Bruce Mohs made a motion that stated that the executive board recommends that a subcommittee is needed to review all LEAF policies and make recommendations for changes by the August 16th, 2021 LEAF board meeting. This policy review would be done on a yearly basis between the months of May and August. Peggy Carlson seconded it.
- Bruce M. will discuss this at the board meeting and ask for board members who are interested in being part of this committee. Suggestions for members discussed at the exec meeting were: Chad R., Andrea P., Diane M., Tim B., Bruce H., Peggy C., Sara M. and Bruce M. Bruce M. will call or email these board members to see if they would be willing to be on the policy review committee.
- Strategic Plan Review: Peggy recommended getting the policy review done first and then thinking about the strategic plan review. A policy could be added for how often we should do a strategic plan review, an overall program review and an executive director evaluation. In essence, the Strategic plan review would be rolled into the overall policy review.
- All board members need to sign the conflict of interest form every year.

2020/21 Grant Updates

- Peggy Carlson will be sending out five more grant applications that she has received soon.
- Peggy would like to change the grant allocations to a 50/50 split between the fall and spring grants.
- She also mentioned the possibility of moving the March board meeting to an earlier date in March to get the spring grants out sooner.

Agenda for Board of Directors Meeting

- We reviewed the agenda for the upcoming meeting on March 22nd.
- Bruce Mohs will lead the policy review portion of the meeting.
- Peggy will discuss the grant process for the 21-22 school year.

Next Executive Committee Meeting: **Tuesday, April 6th at 2:30 p.m.**

Submitted by:
Sara Martini