

## LEAF Executive Board Meeting Minutes

June 9, 2021

2:30pm Via Zoom AND in-Person

Members Present: Bruce Hentges, Peggy Carlson, Bruce Mohs and Tim Beck.

Guest: Board of Directors Member, Chad Roggeman

1. Meeting was called to order at 2:30 by Bruce Mohs.

2. Financials: Bruce H. reviewed the May, 2021 fundraising report. Tim Beck is working on the Profit & Loss and Balance Sheet for the month of May. It will be shared with the executive committee and the full board of directors as soon as it is ready.

### 3. Discussion: **Allocation of costs for the \$10,000 grant to the new District/Rotary Preschool Initiative.**

After the executive committee submitted a request to the full board in support of this grant, a question was raised by Chad Roggeman regarding how the grant was being funded – with payment being divided between the Academic and Activities Fund on a pro rata basis. Bruce had invited Chad to the executive committee to discuss his concerns and for the committee to review the process for making this grant allocation.

- Bruce presented the background and reasons why the executive committee had approved using a proration of Activities & Academic Funds to support the \$10,000 Preschool Grant.
- Chad Roggeman was present to explain why he felt it was a mistake to use any Activities Funds to pay for what is clearly an Academic Initiative.
- Most of the rest of the meeting was a discussion involving all committee members and Chad regarding this issue and LEAF's history of assigning costs on a pro rata basis. It was decided to leave the issue of shared costs to be determined at a future date, and to only address the issue before us: Should activities funds be used to pay for a grant for the district's preschool program?? After considerable discussion, it became clear that the committee was supportive of the idea of using only Academic Funds for this initiative.
- Tim Beck moved and Peggy Carlson seconded a motion that the executive committee recommends a special \$10,000 grant in support of the new Preschool Initiative being offered as a joint project between District 742 and the St. Cloud Rotary Club and that the funding for this grant should come entirely from the Academic Fund.
- The motion passed unanimously with Bruce Mohs, Peggy and Tim all in agreement.
- Bruce Hentges was assigned to send an email to the board of directors informing them of the new motion and asking for their vote.

4. By-Laws Review: The committee decided to put off the LEAF by-laws review until our July meeting. Since there is a reference to the allocation of shared expenses pro-rata in the by-laws, based on the size of each Funds balance, the executive committee will consider whether that is still an appropriate basis for paying those shared expenses. It was also suggested that prior to

that meeting, Bruce could bring this issue to the Budget and Finance Committee meeting this Friday and ask for their views on the matter.

The Budget & Finance Committee will also be reviewing the 2020 Form 990 with Nicole Possehl from KDV, prior to submitting it to the IRS.

#### 5. LEAF Donor Management Software

Bruce reported that Lori Johnson was working with Bloomerang and had given them the LEAF database for input into the Bloomerang program. We should receive an updated database later this month. Lori will work with Bloomerang as they go through the process of making sure all records have been correctly transferred. It is anticipated that the entire process of moving to the Bloomerang database will take until the end of July

#### 6. PAKRAT/PAKCAT

Bruce reported that Sara Martini and the PAKRAT volunteers will be loading books onto the PAKRAT bus next Monday, June 14 at 9:00 a.m. at Westwood. Sara and Bruce will then make a presentation on the PAKRAT program to the Kiwanis Club at their 11:30 luncheon. The summertime PAKRAT/PAKCAT bus program begins next Tuesday. LEAF has purchased new PAKRAT t-shirts for the volunteers who work in the program to wear on the bus.

#### 7. Policy Review Committee

Bruce Mohs reported that the Policy Review Committee had met on Monday, June 7 and has reviewed several policies, including the Conflict-of-Interest Policy and 5 others from the Board of Directors online Handbook. At the June 21 meeting, the committee will focus on the LEAF Accounting Policy. All policies will be reviewed this summer with a recommendation regarding any proposed changes to the Board of Directors at the August meeting.

#### 8. Homeless Fund

Bruce Hentges explained that, based on a suggestion from board member Rob Voshell, LEAF has contacted the City of St. Cloud regarding the possibility of accessing Federal COVID relief funds to help with supporting homeless youth in District 742 and their families. LEAF has previously been a conduit for City Block Grant funds for homeless families in District 742. Matt Glaesman, City Administrator, indicated he will keep LEAF in mind when the funds finally become available. Barring the infusion of new funds, LEAF will need to consider a fundraiser for the Homeless Student Services fund after the 1<sup>st</sup> of the year, 2022.

#### 9. Grants Update

Peggy Carlson mentioned that the grant application portal is open for 21-22 fall grants. The total amount of funds available for the 21-22 school year will become known as soon as LEAF receives the 2<sup>nd</sup> Quarter Fund Reports from the CMCF. That information will be shared with the board of directors at the August board meeting.

10. Next Executive Committee Meeting. Our next corresponding date for the executive committee meeting would be July 6; however, the committee decided it would be better to

wait until the next week to hold our July executive committee meeting. **Therefore, our next meeting will be on Tuesday, July 13.** Bruce will check with Sara Martini to see what time works best for her if she is on the PAKRAT bus that date.

*Submitted by Bruce Hentges*