

LEAF Executive Board Meeting Minutes  
July 13th, 2021  
9:00am Via Zoom

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

1. Meeting was called to order at 9:05 by Bruce Mohs. There were no additions to the agenda. Review of the June meeting minutes. Peggy moved to approve the June meeting minutes. Sara seconded it.

2. Financials:

- Fundraising Report: Bruce H. reported that the Chinese Immersion program received a \$10,500.00 donation. The fund is up to almost \$140,000.00 now. There was also a \$1,000.00 gift for the Adopt a Classroom program from the Kiwanis Club.
- Bruce H. shared the Reconciliation Report from Jan.-June 2021. The Budget and Finance committee will review it at the July 27<sup>th</sup> meeting. The total shared expenses from Jan.-June 2021 were \$36,635.03 and the total funds raised were \$40,324.31. The executive committee recommends moving to a 50/50 split of the shared expenses between the activities and academic funds.
- Tim will get the June Profit and Loss sheet to Bruce H. in the next few days.

3. LEAF and District 742 Community Ed Catalog: The District 742 Community Ed catalog is published 3 times a year and will feature LEAF on a page in every catalog this year.

4. By-Laws Reviews: The executive board discussed changing the allocation of shared expenses from the current ratio of each fund to total endowment split between the activities fund and the academic fund to a 50/50 split. LEAF had originally done the Ratio split to help the academic fund grow, but this is no longer needed because the fund is growing well on its own. The Budget and Finance committee has also discussed this and thinks that moving to a 50/50 split of the shared expenses between the activities fund and academic fund is a good idea.

A motion was made by Lori that we move the shared ratio bylaw and add it to the LEAF policies at a 50/50 ratio. Tim seconded the motion. The final wording agreed upon is: ***All expenses of the Foundation, not related to specific fundraising events, shall be apportioned 50/50 between the Student Activities Fund and the Academic Fund. This shall be accomplished as soon as possible after June 30 and December 31 and will be reported to the Board of Directors.***

5. August Board of Directors Meeting: It was decided that the meeting on Aug. 16<sup>th</sup> at 4:00pm would be both live and on Zoom. Bruce H. will check to see if we can use a room at Quarryview as our first choice for a meeting location. A room at DAO is our second choice and the meeting room at Liberty will be our third choice.

6. LEAF Donor Management Software:

- We got our data back from Bloomerang the week before the 4<sup>th</sup> of July.
- Lori is going through all of our records and making changes as needed.
- Lori and Bruce H. will continue working with a rep once a week to fix any problems.

7. PAKRAT/PAKCAT: Sara reported that the PAKRAT book bus has been running for 3 weeks and is having turnout similar to before the pandemic. Children are excited to come to the bus and check out books. We also gave out many math bags the first 3 weeks along with the free backpacks we received as a donation.

Bruce, Sara and Melissa H.B will be working on a Bremer Grant that needs to be submitted by July 29<sup>th</sup> to secure PAKRAT/PAKCAT funds for 2021-2022 and beyond.

8. Policy Review Committee Update– Bruce M. reported that this committee has had two meetings so far. All of the recommendations from this committee will go to the full board in August. The committee is meeting again next week to continue reviewing policies.

9. Learning Renaissance Update: Bruce H. reported that the Learning Renaissance event will take place on Oct. 10<sup>th</sup> and it will be a live event. The fund a need will be the District/Rotary Club Preschool Initiative. The committee is working on getting sponsorships and donations for the live auctions.

10. Grant Updates: With the new 50/50 split between the shared expenses for the activities fund and academic fund there will be \$103,377.00 available for grants for the 2021-2022 school year of this \$33,578.00 for academic grants and \$69,799.00 for activities grants. The money for grants will be divided 50% for the fall and spring round of grants.

11. Upcoming Events:

- Apollo Golf Scramble: August 6<sup>th</sup> This group is actively meeting.
- Tech Gold Scramble: August 13<sup>th</sup>

Zach Dilger for Thrivent reached out to Bruce H. and their company would like to partner with LEAF. Bruce will be meeting with Zach this Thursday to discuss a possible fundraiser through Thrivent.

Peggy made a motion to adjourn the meeting. Tim seconded the motion.

Next LEAF Executive Board Meeting: Tuesday, August 10th at 10:30am

Meeting minutes submitted by Sara Martini