

LEAF Executive Board Meeting Minutes
September 7th, 2021, at 2:30pm
Via Zoom and in person at the LEAF office

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

1. Meeting was called to order at 2:32 by Peggy Carlson. President Bruce Mohs was running a few minutes late, but arrived in time to take over after the call to order!

2. There were no additions to the agenda.

3. Financials:

- Fundraising Report: Bruce H. sent it out to the executive board. The two big things were the Tech and Apollo golf meets. Tech raised \$13,055.28 and Apollo raised \$8,953.00.
- August Profit and Loss Statement and Balance Sheet: Tim B. will be picking up the folder from Bruce H. tomorrow to work on the August Profit and Loss Statement. Bruce H. will send it out via email when it's completed.

4. Melinda Gau's Q & H Response to Legacy Funds: Bruce H. met with Melinda Gau and her intern to go through LEAF's legacy funds policy. Melinda suggested that we drop the word "principal" and change it to donated or donations. The legacy funds policy was a nine-point document, but Melinda suggested striking point #6 off completely. She said that since LEAF keeps the revenue, we should not say that LEAF might need to charge them a fee. This is on LEAF's policy committee's agenda for their meeting this Thursday.

5. Discussion of possible LEAF response to music program issues: After our executive committee meeting last week to discuss this topic, Bruce contacted Laurie Putnam. Both Laurie and Mike Rivard responded favorably and would like to include Lori Posch in the conversation. A Zoom meeting will be set up by Shelley Bestgen for Wednesday, Sept. 15th at 4:00. All executive committee members are encouraged to attend. Bruce H. will also invite Chad Roggeman. Bruce H. also mentioned that he told the Paramount Theatre that LEAF could not commit to dates for the 2022 or 2023 Night of the Stars at this time.

6. LEAF Participation Fund: Bruce H. updated the executive board about the LEAF participation fund including that LEAF has spent \$3,237.00 for activities participation so far this year with \$7,002.00 remaining in the account. \$2,500.00 was just spent at Scheels to purchase \$500.00 in gift cards for each of the five schools with activities. He is also expecting that there will be \$300.00 to \$500.00 in bills for physicals coming yet this fall. The Homeless fund has spent \$10,833.00 for far this year with \$9,212.00 remaining. The PAKRAT fund has spent \$3,314.00 this year with \$7,929.00 remaining. No money has been spent from the School Lunch Program fund which has \$2,600.00. The Adopt a Classroom fund has \$5,100.00 and there is \$30,000 in the PAKCAT fund.

Bruce H. met with Linda from the Reading Room last Friday. They would like to support the PAKRAT program. Bruce H. and Sara M. will present the program to them at a future date.

Bruce H. updated us on all the flow-through funds because he is anticipating an increase in needs and wondering if some of our grant funding could be added to the participation fund. It was decided to wait until after the fall grant round to make a decision.

7. LEAF Donor Management Software: Our data conversion in Bloomerang is finished! Lori will begin cleaning up our records next week.

8. Policy Review Committee Update: The policy review committee will be meeting this Thursday, Sept. 9th. They will be reviewing the recommended changes to the legacy fund policy from Q&H. They will also be working on adding an emergency funds policy.

9. Learning Renaissance Update: Bruce H. reported that the Learning Renaissance event will be virtual and will run from Oct. 4th to Oct. 18th. LEAF has \$18,000.00 in total sponsorship so far including the \$10,000.00 match from the Dorsher's. LEAF has received \$1,500.00 to \$1,600.00 in pace setter donations so far. The LEAF fall newsletter and the invitations have not gone out yet. We also discussed the possibility of doing an on-line silent auction. This will need to be discussed more by the Learning Renaissance committee.

10. Strategic Plan Review: Bruce H. proposed a plan to purchase a copy of "Principles and Practices for Nonprofit Excellence" published by the MN Counsel of Nonprofits for each board member. The booklets are \$10.00 each. There are 11 chapters in the booklet. The board would spend approximately 10 minutes of each meeting discussing a chapter. This would give the board a chance to discuss important topics for a nonprofit and improve our organization.

11. Grant Updates: The grant committee meeting was changed to Tuesday, Oct. 19th at 8:30am at the LEAF office and via Zoom because it was originally scheduled over MEA. Peggy will send out an email to the grants committee. Peggy reported that there are about 25 grants applications so far. That includes drafts. There are more academic grants than activities grants at this time. All grant applications must be submitted by Sept. 30th at 11:59pm. Peggy spoke to the administrators and feels like that increased the number of grant proposals. Peggy would also like to work with Pat Krueger and Paul to add a section to the LEAF webpage with photos of our grants in action.

14. Upcoming Events: Already discussed above.

Meeting was adjourned at 3:44pm. Lori made a motion to adjourn, and Bruce M. seconded it.

Next LEAF Executive Board Meeting: Tuesday, October 5th at 2:30pm

Meeting minutes submitted by Sara Martini