

Ex Board Meeting Minutes

January 11th, 2022, at 2:00 p.m.

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

1. Call to Order and Review of Executive Committee Meeting Minutes of December 7, 2021 (Bruce Mohs)

The meeting was called to order at 2:28pm by Bruce Mohs.

2. Additions to Agenda from Executive Committee members – Bruce H. had several additions to the agenda.

Bruce reported that LEAF received a \$10,000.00 donation from the Golden Glove Boxing Club today. We discussed how to allocate the money. We are down to \$2963.00 in our Homeless fund. Do we want to have a fundraiser in March or April for the Homeless fund again? We decided to use \$5,000.00 for the Homeless fund and to kickstart a fundraiser for the Homeless fund if necessary. The other \$5,000.00 will be divided evenly between the activities fund and the academic fund. There was a group consensus on using the donation this way.

We are using a photo of Pam Stang's kindergarten class at Westwood for the front of our annual report. The PR committee chose the photo as the winner of the 2nd half of the 2021 LEAF photo contest. Ryan Unger, who took the photo, won the contest. He chose to divide the prize money (\$500 LEAF grants) between the Tech and Apollo photography departments.

3. Financials

- Fundraising Report for month of December 2021. (Bruce Hentges)

Bruce shared the fundraising report for December. It was a good end to the year. \$212,000.00 in donations during 2021. The fall campaign raised \$29,000.00 shown on the fundraising report with an additional \$6,000.00 coming in after Jan 1 but allocated to 2021, which is not shown on the report yet.

- December Profit & Loss Statement & Balance Sheet (Tim Beck)

Tim walked us through the Profit and Loss statement. Bruce and Tim have some minor differences that they need to sit down and figure out. Tim also walked us through the Balance sheet. Our 4th quarter returns are not shown on the Profit and Loss statement or on the Balance sheet yet.

4. Fall Campaign (Bruce Hentges)

The fall campaign raised \$29,000.00 shown on the fundraising report with an additional \$6,000.00 coming in which is not shown on the report yet.

5. Discussion of possible LEAF response to Music Program issues (Bruce Hentges)

- St. Cloud Marching Band donation
- Possible Telethon/Internet fundraising? (Kara Mather)

We are expecting \$60,000.00 to \$80,000.00 donation from the dissolving of the St. Cloud Marching Band. Kara Mather had a suggestion of doing a Telethon to raise money for our music department. Is it possible for us to put together a virtual fundraiser for the music department with maybe some student performers? Or should we just take the funds from the marching band and then work on a plan for next year. ***Bruce will set up a meeting with Kara to find out more about the telethon that she suggested that Alexandria is currently doing.*** Bruce is going to contact Kara for more information.

6. Grants Committee (Peggy)

Bruce shared the total grants for 2021 report. Total grants for 2021 were \$273,561.66. This was a record for LEAF. He also shared our grant history since 1994. \$2,417,680.00 total since 1994. Bruce will be sharing these forms with the board, too.

Peggy updated us that she only has two grant applications for the spring round so far. The grant applications close on Feb. 23rd. Here are the dates for the 2022-2023 school year grant cycles.

GRANT ROUND	2022-2023 LEAF Grant Dates					
	Opens	Closes	To Evaluators	Close Evaluations	Grants Mtg	Board Mtg
Fall 2022 (Acad & Activ)	05/01/22	09/30/22	10/05/22	10/16/21	10/18/22	10/24/22
Spring 2023 (Activ only)	12/01/22	02/22/23	02/28/23	03/14/22	03/16/23	03/20/23

7. Andrea Preppernau’s ideas regarding “adopt a kid” for fall/Holidays
 Bruce H. and Peggy received an email from Andrea. She asked if we do an adopt a child or adopt a family similar to how we run the Adopt a Classroom program. Peggy spoke to Jen Loch, and Jen thought she would be able to provide families who would need help at Christmas time. Peggy suggested just asking Jen what the needs are and doing it similar to how we did it this year by just letting the board know what the needs are. We will keep it to the LEAF board for right now so it doesn’t get to be too much work for Jen.

8. Nominations Committee Meeting (Bruce Hentges)
 Bruce H. is ready to bring forward 3 names. Justin Skaalarud, Charlie Eisenreich, and Brianna Insker. Bruce H. has contacted all three, and they are willing to be on the board. Bruce will send their names out to the full board for approval.

9. 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
 - 5) Evaluation
 - 6) Planning
 - 7) Civic Engagement and Public Policy (Peggy)
 - 8) Strategic Alliances (Bruce Mohs)
 - 9) Human Resources
 - 10) Volunteer Management
 - 11) Leadership and Organizational Culture (Peggy)

We will wait until our March board meeting to do the next two which are fundraising and evaluation.

10. LEAF Donor Management Software (Lori Johnson)
 - Bloomerang Updates

Lori updated that there is still a bit of cleanup to do, but it is going well.

11. Committee on **Strategic Plan Review/Succession Planning** (Bruce Hentges)
 - Membership:
 - Executive Director, Grants Administrator, Treasurer, Administrative Assistant

This committee hasn’t held a meeting yet. Greta Stark, Diane Moeller. and Janet Reagan are willing to be on the committee.

12. Future **Events Committee** (Bruce Hentges)
 - Membership

There are no volunteers for this committee yet.

13. Annual Report Update

Everything has been sent to the printer. The only piece left to finish is our statement of financial position from the Community Foundation which should be coming soon.

14. Annual Meeting (Agenda for Annual Meeting Attached)

- Date: Feb 28 at 7:0pm
- Awards:
 - Phil Welter Volunteer Service Award
 - **Tim Beck, 7 years as LEAF treasurer**
 - George & Shirley Torrey Charitable Giving Award
 - Individual(s)
 - **Dr. Robert Gardetto-Westview Dentistry, Janna & Mike LaFontaine, Janet & Mike Reagan, (Adopt a CR every year), Peggy Carlson and Chuck Nielsen**
 - Business (s)
 - **Once Upon a Child, Al Dahlgren**
 - Instructional Excellence Award
 - **Laurie Putnam, New District 742 Superintendent**
 - **Transportation department and bus drivers of District 742**
 - Coaching/Advising Excellence Award
 - Lifetime Service Award
 - **Bob Feigh**

We need to create the invitations for our virtual meeting. Lori will help Bruce. Bruce will put together the Powerpoint for the meeting. Bruce will check with Elizabeth to see if she will run the computer/zoom for the meeting.

15. 2022 Executive Committee and Board of Directors Meeting Dates

Executive Committee

January 4
February 1
March 1
April 5
May 3
June 7
July 12
August 2
September 6
October 4
November 1
December 6

Board of Directors

February 28
March 21
May 16
August 15
October 24
December 19

Next Executive Committee Meeting: **February 1st, 2022 at 2:30 p.m.**

Peggy made a motion to adjourn the meeting at 3:37. Lori J. seconded it.